



City of San Antonio

Agenda Memorandum

File Number:20-1625

Agenda Item Number: 2.

Agenda Date: 2/18/2020

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
SAN ANTONIO FIRE DEPARTMENT
Interdepartmental Correspondence**

TO: Erik Walsh, City Manager

FROM: Charles N. Hood, Fire Chief, San Antonio Fire Department

COPY: Audit and Accountability Committee; Ben Gorzell, Jr. CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Maria Villagomez, Deputy City Manager; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Consideration of High Profile Solicitation for Release

DATE: February 18, 2020

Web-Based Uniform Commissary System (Fire) -The City of San Antonio Fire Department is seeking proposals from qualified Respondents interested in providing a web based uniform purchase program. The selected Respondent's program will maintain a sufficient inventory of specified uniform and accessory items; provide services for apparel alterations and repairs, embroidery, screen printing, and heat pressing; as well as, maintain a computerized transaction records by individual customer to include credit balance through a web based system.

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| Department: | San Antonio Fire Department |
| Solicitation Type: | Request for Proposal |
| Contract Value: | \$6,950,000.00 (estimated annual value: \$993,000) |
| Term of Contract: | 5 years with 2, 1-year renewals |
| Release Date: | March 2, 2020 |
| Closing Date: | April 15, 2020 |
| Proposed Council Date: | August 6, 2020 |
| Contact Information: | Charles N. Hood, Fire Chief, San Antonio Fire Department |
| Evaluation Criteria: | Experience, Background, Qualifications: 30 points Proposed Plan: 30 points Price: 15 points SBEDA Program: 10 points <ul style="list-style-type: none">• SBE Prime Contract Program (5 points)• M/WBE Prime Contract Program: (5 points)• SBE Subcontracting Requirement: 11% |

Voting Members:

Local Preference Program: 10 points
Veteran Owned Small Business Preference Program: 5 points
Maria Villagomez, Deputy City Manager, City Manager's Office
Charles N. Hood, Fire Chief, San Antonio Fire Department
Christopher Monestier, Assistant Fire Chief, San Antonio Fire Department
Juan Ayala, Director, Office of Military and Veteran Affairs
Terry Kannawin, Assistant Director, Development Services
Joseph Arrington, Commissary Committee Chair, San Antonio Fire Department