



# City of San Antonio

## Agenda Memorandum

**File Number:**21-4295

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**Agenda Item Number:** 3.

**Agenda Date:** 6/24/2021

**In Control:** Audit and Accountability Committee

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**CITY OF SAN ANTONIO  
PARKS AND RECREATION DEPARTMENT  
Interdepartmental Correspondence**

**TO:** Erik Walsh, City Manager

**FROM:** Homer Garcia, III, Director, Parks and Recreation Department

**COPY:** Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; David McCary, Assistant City Manager, City Manager's Office; Troy Elliott, CPA, Deputy Chief Financial Officer

**SUBJECT:** Consideration of High Profile Solicitation for Release

**DATE:** June 24, 2021

The following high-profile solicitation is scheduled to be released next month.

**Annual Contract for Citywide On-Call Electrical Maintenance and Repairs** - The City of San Antonio is soliciting proposals from qualified contractors interested in providing electrical maintenance and repairs through an on-call contracting services (OCC) contract, also referred to as a job order contract (JOC). Services shall be for electrical maintenance and repairs for all City-wide locations. Services within new building construction, remodeling or alterations of an existing building will not be included. This solicitation may result in multiple contract awards.

Department:	Parks and Recreation Department
Solicitation Type:	Request for Competitive Sealed Proposals
Contract Value:	\$2.4 Million
Term of Contract:	2 years with 3, 1-year renewal options
Release Date:	July 7, 2021
Closing Date:	August 23, 2021
Proposed Council Date:	November 2021
Contact Information:	Homer Garcia, III, Director, Parks and Recreation Department
Evaluation Criteria:	Experience, Background, Qualifications: 35 points Proposed Plan: 30 points Price: 15 points

SBE Prime Contract Program: 10 points  
M/WBE Prime Contract Program: 10 points

Local Preference Program: Not Applicable

Veteran Owned Small Business Preference Program: Not Applicable

Voting Members:

- Melinda Cerda, Assistant Director, Parks & Recreation Department
- Ron Griego, Facilities Administrator, Building and Equipment Services Department
- John Gamez, Building Maintenance Supervisor, Center City Development & Operations Department
- Charles Guerra, Assistant Manager, Parks & Recreation Department
- Kyle Mikolajczyk, Building Maintenance Manager - Convention Center, Convention & Sports Facilities Department
- Eric Duncan, Building Maintenance Manager - Alamodome, Convention & Sports Facilities Department