

# **Pre-Solicitation Briefing for Citywide Custodial Services**



## **Audit and Accountability Committee**

February 20, 2023

Presented by: Melody Woosley, Director, Department of Human Services

# Project and Solicitation

The City is soliciting proposals from a qualified Custodial Services Contractor for various city facilities for the following Departments: Human Services, San Antonio Police Department, San Antonio Fire Department, Solid Waste Management, Public Works, Information Technology Services, Center City Development & Operation's, and World Heritage Office.

The services establish a custodial maintenance program that ensures the facilities are uniformly clean, hygienic, orderly and attractive. Respondent shall furnish all cleaning and custodial maintenance supplies and commercial equipment necessary to perform the services specified under this contract.



## Solicitation Type

Request for Competitive Sealed Proposals (RFCSP)



## Proposed Term:

3 Years, 2, 1-year option to renew



## Estimated Value

- \$7 million total
- \$1.4 million per year



## Current Contract Status

Contract expires on September 30, 2023

# Solicitation Overview



## Outreach

NIGP Codes Identified	91039 – Janitorial and Custodial Services
Number of Vendors to be Notified	Central Vendor Registry: 269 Veteran Owned Small Business (SBA/SCTRCA): 0 Targeted Vendor Outreach: 12
Advertising	TVSA Channel 21 COSA Bidding Opportunities website Hart Beat

## Evaluation Voting Members

Melody Woosley, Director, Department of Human Services (DHS)
Jessica Dovalina, Assistant Director, DHS
Robert Lassere, Department Facilities Coordinator, DHS
Maria Rivera, Social Services Manager, DHS
Sabrina Galindo, Captain, Detention Center
Joey Blackman, Facilities Manager, SAPD
Mark Rodriguez, Management Analyst, SAFD
Joseph Cruz, Superintendent of River Walk Operation, Center City Development & Operations

# Solicitation Requirements



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<b>Evaluation Criteria</b>	Experience, Background, Qualifications: 30 points Proposed Plan: 30 points Pricing: 20 points SBE Prime Contract Program: 5 points M/WBE Prime Contract Program: 5 points ESBE Prime Contract Program: 10 points
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<b>Additional Requirements</b>	Audited Financial Statements: Not Required Local Preference Program: Not Applicable Veteran-Owned Small Business Preference Program: Not Applicable SBEDA Subcontracting Requirements: 26% M/WBE; 7% AABE; Mentorship Requirement
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# SBEDA Goal Setting Overview



## Goal Setting Committee Members

Michael Sindon, Economic Development Administrator, EDD  
Ian Benavidez, Deputy NHS Director, NHSD  
Angelica Mata, Assistant Finance Director, Procurement  
Patrick Steck, Assistant Director, Department of Human Services  
Frank Munoz, Citizen, Community Member  
Juliana Lopez, Citizen, Community Member

## API Applied

SBEDA Program Criteria = 20 points

- SBE Prime Contract Program = 5 points
- M/WBE Prime Contract Program = 5 points
- ESBE Prime Contract Program = 10 points

SBEDA Subcontracting Requirements: 26% M/WBE Subcontracting; 7% AABE Subcontracting

- Self-performance by Prime respondents will count toward subcontracting goals.

## Availability Analysis

APIs are supported by the following analysis on a contract-by-contract basis:

- Opportunities for S/M/WBEs within the scope of work
- Percentage of S/M/WBEs available in the Central Vendor Registry
- Utilization of S/M/WBEs on historic projects similar in nature

# Project Timeline







# Thank You

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