

# Audit and Accountability Committee



## Pre Solicitation Briefing for Citywide Security Officer Services

Date: November 1, 2021

Presented by: Craig Hopkins, Chief Information Officer, Information  
Technology Services Department

# Project Overview

The City is seeking an experienced and qualified Security Services Contractor to deliver armed and unarmed security officers services and support at various CoSA facilities. Respondent shall provide qualified and licensed security personnel who are responsible for ensuring the safety and protection of City employees, visitors, residents, and associated properties. Additional services might include, but not limited to, emergency response, access control, technology control station monitoring, mobile patrol, and other related security services.



## Solicitation Type

- Request For Competitive Sealed Proposal (RFCSP)



## Proposed Term

- 3 years with 2, 1-year renewal options



## Estimated Value

- \$40 Million



## Current Contract Status

- Expires 4/30/2022

# Solicitation Overview

Outreach		Evaluation Voting Members	
NIGP Codes Identified	99046, Guard and Security Services	Ben Gorzell, Jr., CPA, Chief Financial Officer, City Manager's Office	
Number of Vendors to be Notified	Central Vendor Registry: 163	Craig Hopkins, Chief Information Officer, Information Technology Services Department	
	Veteran Owned Small Business (SBA/SCTRCA): 1,632	Patsy Boozer, Chief Information Security Officer, Information Technology Services Department	
Advertising	Targeted Vendor Outreach: 12	Derek Rabey, Technical Security Manager, Information Technology Services Department	
	TVSA Channel 21	Kathy Donnellan, Assistant Director, San Antonio Public Library	
	COSA Bidding & Contracting Opportunities website	Francisco Garcia, Facilities Manager, San Antonio Police Department	
	San Antonio Express News	Jorge Manzano, Development Services Administrator, Development Services Department	
	Hartbeat		

# Solicitation Requirements

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**Evaluation  
Criteria**

Experience, Background, Qualifications: 25 points  
Proposed Plan: 40 points  
Price: 15 points  
SBE Prime Contract Program: 15 points  
M/WBE Prime Contract Program: 5 points

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**Additional  
Requirements**

SBEDA Subcontracting Requirements: 10% M/WBE  
Local Preference Program: Not Applicable  
Veteran Owned Small Business Preference Program: Not Applicable  
Audited Financial Statements: Not Required

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**Goal Setting  
Committee  
Members**

Troy Elliott, CPA, Deputy Chief Financial Officer, Finance  
Craig Hopkins, Chief Information Officer, ITSD  
Dr. Anita Kurian, Assistant Director, SAMHD  
Shuchi Nagpal, EDD Manager, EDD  
Linda Lopez-George, Citizen Member

# Project Timeline

