



City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: {{item.number}}

Agenda Date: September 7, 2023

In Control: Audit and Accountability Committee

DEPARTMENT: Police Department

DEPARTMENT HEAD: William McManus, Chief of Police

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Pre-Solicitation High Profile Briefing for Alarm Fee Collection and Permit Program Services

SUMMARY:

The San Antonio Police Department (SAPD) will present a pre-solicitation briefing for the selection of a vendor to administer the Alarm Fee Collection and Permit Program. This briefing will allow an opportunity for input from Committee members.

BACKGROUND INFORMATION:

The pre-solicitation briefing will cover the estimated contract value, projected timeline, high profile designation, scope of work, terms of the contract, proposed scoring criteria, evaluation committee members, project considerations, local preference program applicability, veteran-owned small business preference program applicability and SBEDA Program requirements.

The San Antonio Police Department (SAPD) is seeking proposals from qualified vendors to

provide administration of the SAPD's Alarm Fee Collection and Permit Program. Services include but are not limited to, administering the issuance and renewal of alarm permits, collection of all related alarm fees for new permits, renewal permits, and false alarms, and decreasing the number of resources necessary to manage the Alarm Fee Collection and Permit Program.

A Request for Proposals (RFP) will be released by the SAPD for a vendor to streamline operation and, increase revenue. The anticipated expenditure of \$5 million is anticipated yearly. The proposed revenue is anticipated to be \$30 million for the entire term. This solicitation represents a contract term of three (3) years with one (1), three (3) year option to extend.

ISSUE:

For briefing purposes only

FISCAL IMPACT:

For briefing purposes only

ALTERNATIVES:

For briefing purposes only

RECOMMENDATION:

For briefing purposes only