



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 6

**Agenda Date:** December 15, 2022

**In Control:** City Council A Session

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**DEPARTMENT:** Finance Department

**DEPARTMENT HEAD:** Troy Elliott

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Rideshare Monitoring Services for the San Antonio International Airport

**SUMMARY:**

This ordinance authorizes a contract with GateKeeper Systems, Inc., to provide a web hosted ground transportation software solution for the San Antonio International Airport (SAT) for an estimated annual cost of \$17,460.00, and an estimated total cost of \$87,300.00 over the 5 year contract term, including renewal options. Funding for the first year is available from the FY 2023 Airport Operating and Maintenance Fund in the amount of \$16,000.00. Funding for subsequent years, in the amount of \$71,300.00, is contingent upon City Council approval of the annual budget.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action is a proposal submitted by GateKeeper Systems, Inc., to provide the San Antonio International Airport (SAT) with a web hosted ground transportation software solution that will independently track the activities of Transportation Network Companies (TNC) doing business in and around the SAT property. These services are required to audit self-reported TNC providers to ensure the accuracy of payments made to the City.

The City issued a Request for Competitive Sealed Proposals (RFCSP) for “Rideshare Monitoring Services for the San Antonio International Airport” (RFCSP 22-079, 6100015294) on August 17, 2022, with a submission deadline of September 23, 2022. The RFCSP was advertised in the HartBeat, TVSA channel, the City’s Bidding & Contracting Opportunities website, the San Antonio e-Procurement System, and an email notification was released to a list of potential Respondents. One proposal was received from GateKeeper Systems, Inc. which was deemed eligible for evaluation.

The evaluation committee met on November 2, 2022, to evaluate the one proposal response received. The evaluation committee consisted of representatives from the Aviation Department, Information Technology Services Department, and Center City Development and Operations. The Finance Department, Purchasing Division assisted by ensuring compliance with City procurement policies and procedures. The proposal was evaluated based on the firm’s experience, background, qualifications, proposed plan, and price schedule. Additional categories of consideration included references and financial qualifications. After committee review and evaluation, GateKeeper Systems, Inc. was recommended for award by the evaluation committee based on consensus scoring.

The initial term of the agreement shall be for the period beginning January 1, 2023 through December 31, 2025, with two one-year renewal options.

#### **ISSUE:**

This contract will provide rideshare monitoring services for the San Antonio International Airport. This contract will track all TNC vehicles at various stages based on transaction type (i.e. entry, exit, drop-off, pick-up). For each transaction type, the software will capture the following transaction type information, including but not limited to date, time, geographical location, TNC identification, TNC driver based unique identifier, and vehicle license plate number.

The Small Business Economic Development Advocacy Ordinance requirements were waived due to the lack of qualified SMWBE’s available to provide the required goods or services.

This award is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, no preference was applied to this contract.

#### **ALTERNATIVES:**

Should this contract not be approved, the San Antonio International Airport will not have the capability to audit self-reported TNC providers to ensure the accuracy of payments made to the City. This could result in a loss of revenue. In addition, the San Antonio International Airport would not have the ability to track and monitor this ground transportation data, essential for predicting future use.

**FISCAL IMPACT:**

This ordinance authorizes a contract with GateKeeper Systems, Inc., to provide a web hosted ground transportation software solution for the San Antonio International Airport for an estimated annual average cost of \$17,460.00, and an estimated total cost of \$87,300.00 over the 5-year contract term, including renewal options. Funding for the first year is available from the FY 2023 Airport Operating and Maintenance Fund in the amount of \$16,000.00. Funding for subsequent years, in the amount of \$71,300.00, is contingent upon City Council approval of the annual budget.

**RECOMMENDATION:**

Staff recommends approval of an ordinance for acceptance of a contract with GateKeeper Systems, Inc., to provide rideshare monitoring services for the San Antonio International Airport for an estimated total cost of \$87,300.00 over a 5-year contract term, including renewal options.

This contract was procured by means of a Request for Competitive Sealed Proposal and a Contracts Disclosure Form is required.