

**CITY OF SAN ANTONIO
AVIATION DEPARTMENT
Interdepartmental Correspondence**

TO: Erik Walsh, City Manager

FROM: Jesus H. Saenz, Jr., Director, Aviation Department

COPIES: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Jeff Coyle, Assistant City Manager; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Consideration of Completed High-Profile Solicitation

DATE: August 20, 2021

The following high-profile project has completed the solicitation process. This item is presented to the Audit and Accountability committee for review prior to the full City Council for consideration.

Annual Contract for Central Utility Plant Preventative Maintenance and Repairs (Aviation) – The City of San Antonio solicited proposals for a contractor to provide preventive maintenance, repairs, and cleaning to the Central Utility Plant (CUP) at the San Antonio International Airport. Preventive maintenance services will include monthly, semi-annual, annual, and five-year inspections and the cleaning of the cooling towers will include semi-annual services. Repairs services will include parts and labor.

Solicitation Type: Request for Competitive Sealed Proposals

Contract Value: \$2.8 Million

Term of Contract: 3 years with 2, 1-year renewal options

Number of Respondents: 2

Contracts to be Awarded: 1

Council Consideration: September 2, 2021

Evaluation Criteria: Experience, Background, Qualifications: 35 points

Proposed Plan: 25 points

Price: 20 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: Jesus H. Saenz, Jr., Director, Aviation Department

David Robbins, Chief Development Officer, Aviation Department

Kenneth Heinzmann, Project Manager, Public Works Department

Michael Badame, Chief Operating Engineer, City of Chicago's Department of Aviation

Initial Score Matrix

RFCSP for A/C for CENTRAL UTILITY PLANT PREVENTIVE MAINTENANCE & REPAIRS for SAN ANTONIO INTERNATIONAL AIRPORT (21-001; 6100013321) Score Summary INITIAL EVALUATION March 30, 2021	Maximum Points	Vendor A	Vendor B
A - Experience, Background, Qualifications	35	27.00	18.80
B - Proposed Plan	25	19.20	15.80
A - B Sub-Total	60	46.20	34.60
C - Price	20	9.28	20.00
D - SBEDA - SBE Prime Contract Program	10	0.00	0.00
D - SBEDA - M/WBE Prime Contract Program	10	0.00	0.00
TOTAL SCORE	100	55.48	54.60
RANK BASED ON TOTAL SCORE		1	2

Both firms were invited for interviews. Final scoring was conducted upon completion of interviews.

Final Score Matrix

RFCSP for A/C for CENTRAL UTILITY PLANT PREVENTIVE MAINTENANCE & REPAIRS for SAN ANTONIO INTERNATIONAL AIRPORT (21-001; 6100013321) Score Summary FINAL EVALUATION JUNE 22, 2021	Maximum Points	Vendor A	Vendor B
A - Experience, Background, Qualifications	35	24.50	13.75
B - Proposed Plan	25	20.75	12.00
A - B Sub-Total	60	45.25	25.75
C - Price	20	9.28	20.00
D - SBEDA - SBE Prime Contract Program	10	0.00	0.00
D - SBEDA - M/WBE Prime Contract Program	10	0.00	0.00
TOTAL SCORE	100	54.53	45.75
RANK BASED ON TOTAL SCORE		1	2

Due diligence conducted for the respondents to the above solicitation included a search of the federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. No material findings were noted that would prevent the City from awarding to the selected vendors.

Staff recommends committee approval to proceed with scheduling this item for full City Council Consideration.