



# City of San Antonio

## Agenda Memorandum

**File Number:**  
**{{item.tracking\_number}}**

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**Agenda Item Number:** 18

**Agenda Date:** February 23, 2022

**In Control:** Audit and Accountability Committee Meeting

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**DEPARTMENT:** Information Technology Services Department

**DEPARTMENT HEAD:** Craig Hopkins

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Post-Solicitation High Profile item for Citywide Security Officer Services

**SUMMARY:**

The Information Technology Services Department solicited proposals for a contractor to provide security officer services for buildings, facilities, grounds, and rights-of-ways, for employees, and visitors, emergency response, access control, technology control station monitoring, mobile patrol, and other related security services. It is estimated that the City will utilize these services for approximately 335,000 hours annually for security officer services that include emergency response, access control, technology control station monitoring, mobile/foot patrol and other related security services.

**BACKGROUND INFORMATION:**

On November 5, 2021, a Request for Competitive Sealed Proposal (RFCSP) was released for Citywide Security Officer Services. The estimated contract value is \$47,000,000.00 for an initial

contract term of 3 years with 2, 1-year options to renew.

On January 7, 2022, five proposals were received. One proposal was deemed non-responsive for failure to meet the 10% M/WBE subcontracting requirement of the RFCSP. The remaining four proposals were deemed responsive and moved forward for full proposal evaluation. The evaluation committee representatives were John Peterek, Assistant to the City Manager, City Manager's Office; Craig Hopkins, Chief Information Officer, Information Technology Services Department; Patsy Boozer, Chief Information Security Officer, Information Technology Services Department; Derek Rabey, Technical Security Manager, Information Technology Service Department; Kathy Donnellan, Assistant Director, San Antonio Public Library; Louis Resendez, Special Projects Manager, Information Technology Services Department and Jorge Manzano, Development Services Administrator, Development Services Department.

The evaluation committee met to interview, discuss, and score all four responsive proposals on January 31, 2022. The committee recommended awarding the contract to the highest-ranked respondent.

This item is scheduled for Council consideration on March 3, 2022.

**ISSUE:**

For briefing purposes only

**FISCAL IMPACT:**

For briefing purposes only

**ALTERNATIVES:**

For briefing purposes only

**RECOMMENDATION:**

Staff recommends approval to proceed with scheduling one contract for City Council consideration to provide Citywide Security Officer Services for an estimated total value of \$47,000,000.00 for a term of 3 years with 2, 1-year options to renew.