



City of San Antonio

Agenda Memorandum

File Number:
{{item.tracking_number}}

Agenda Item Number: 6

Agenda Date: February 23, 2022

In Control: Audit and Accountability Committee Meeting

DEPARTMENT: Convention and Sports Facilities

DEPARTMENT HEAD: Patricia Muzquiz Cantor

COUNCIL DISTRICTS IMPACTED: District 1|District 2

SUBJECT:

Pre-Solicitation High Profile Item for Annual Contract for Event Attendant Services & Supplemental Event Security Services

SUMMARY:

The City of San Antonio's Convention and Sports Facilities Department is soliciting proposals for event attendant and supplemental event security services for the Convention & Sports Facilities Department. Event attendant services include, but not limited to, providing directional guidance between entry points, seating areas, and collecting and verifying tickets. Supplemental event security services include, but not limited to, screening patrons entering the facility, performing bag checks, securing restricted areas, crowd control, and providing a visible security presence during events.

BACKGROUND INFORMATION:

Department: Convention & Sports Facilities

Solicitation Type: Request for Competitive Sealed Proposals

Contract Value: \$6.5 Million

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

Release Date: March 7, 2022

Closing Date: April 27, 2022

Proposed Council Date: September 2022

Evaluation Criteria:

- Experience, Background and Qualifications: 25 points

- Proposed Plan: 35 points

- Price: 20 points

- SBE Prime Contract Program: 10 points

- M/WBE Prime Contract Program: 10 points

SBEDA Requirements: 15% MWBE; 3% AABE subcontracting goals

Local Preference Program: Not Applicable

Veteran Owned Small Business Preference Program: Not Applicable

Voting Members:

- Alejandra Lopez, Assistant City Manager, City Manager's Office

- Patricia Muzquiz Cantor, Executive Director, Convention & Sports Facilities Department

- Victoria Costantino Lopez, Alamodome Public Safety, Guest Services & Parking Manager, Convention & Sports Facilities Department

- Bernard Brown, Convention Center Facilities Manager, Convention & Sports Facilities Department

- Julie Baker, Vice President, Valero Alamo Bowl

ISSUE:

For briefing purposes only

FISCAL IMPACT:

For briefing purposes only

ALTERNATIVES:

For briefing purposes only

RECOMMENDATION:

For briefing purposes only

