



# City of San Antonio

## Agenda Memorandum

**File Number:**  
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**Agenda Item Number:** 9

**Agenda Date:** February 23, 2022

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

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**DEPARTMENT:** Convention and Sports Facilities

**DEPARTMENT HEAD:** Patricia Muzquiz Cantor

**COUNCIL DISTRICTS IMPACTED:** District 2

**SUBJECT:**

Post-Solicitation High Profile Item for Annual Contract for Custodial and Supplemental Conversion/Labor Services at Alamodome

**SUMMARY:**

Post-solicitation briefing on Annual Contract for Custodial and Supplemental Conversion/Labor Services at Alamodome

**BACKGROUND INFORMATION:**

The City of San Antonio solicited proposals from qualified contractors interested in providing custodial and supplemental conversion services at the Alamodome. Services include cleaning public restrooms, ensuring trash and recycling containers are emptied and trash/recycling materials are disposed of in the appropriate facility compactors. Supplemental conversion labor staff will be used to augment City staff in the transition from one event to another in the setup of chairs, tables, stages, scaffolding, and cleaning associated with setups, and for special projects that may include,

but not limited to, the installation/removal of the basketball court or goals, ice rink, or low-rise seating units.

**ISSUE:**

Solicitation Type: Request for Competitive Sealed Proposal

Contract Value: \$5.5 Million

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

Number of Respondents: 4 (one respondent deemed non-responsive due to not meeting bonding requirement)

Contracts to be Awarded: 1

Council Consideration: April 14, 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% M/WBE Subcontracting; 3% AABE Subcontracting

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
- Bernard Brown, Convention Center Facilities Manager, Convention & Sports Facilities Department
- Thomas McAfee, Alamodome Facilities Manager, Convention & Sports Facilities Department
- Julie Baker, Vice President, Valero Alamo Bowl

**FISCAL IMPACT:**

For briefing purposes only

**ALTERNATIVES:**

For briefing purposes only

**RECOMMENDATION:**

Final score matrix for this solicitation is attached. Due diligence conducted for the respondents to the above solicitation included a search of 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 vendor.

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