



City of San Antonio

Agenda Memorandum

File Number:
{{item.tracking_number}}

Agenda Item Number: 6

Agenda Date: March 18, 2022

In Control: Audit and Accountability Committee Meeting

DEPARTMENT: Aviation Department

DEPARTMENT HEAD: Jesus H. Saenz Jr.

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Post-Solicitation High Profile Item for Annual Contract for Elevator and Escalator Preventive Maintenance, Inspection, and Repair Services for the San Antonio Airport System

SUMMARY:

Post-Solicitation briefing for Annual Contract for Elevator and Escalator Preventive Maintenance, Inspection, and Repair Services

BACKGROUND INFORMATION:

The Aviation Department issued a Request for Competitive Sealed Proposals (RFCSP) for elevator and escalator preventive maintenance, inspection, and repair services for a contractor to provide a preventive maintenance, inspection, and repair program to ensure the safety and functionality of elevators and escalators for the San Antonio Airport System. The scope of work includes all materials, labor, supervision, tools, supplies, and other expenses necessary to provide preventive

maintenance, inspection, and repair services.

ISSUE:

Solicitation Type: Request for Competitive Sealed Proposals

Contract Value: \$8 Million

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

Number of Respondents: 4

Contract to be Awarded: 1

Council Consideration: April 7, 2022

Evaluation Criteria:

- Experience, Background and Qualifications: 45 points
- Proposed Plan: 40 points
- Price: 15 points

SBEDA Program: Waived

Local Preference Program: Not Applicable

Veteran Owned Small Business Preference Program: Not Applicable

Voting Members:

- Jeff Coyle, Assistant City Manager, City Manager's Office
- Jesus H. Saenz, Jr., IAP, Director of Airports, Aviation Department
- Tom Bartlett, Aviation Deputy Director, Aviation Department
- Kyle Mikolajczyk, Building Maintenance Manager, Convention & Sports Facilities Department

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

