



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 6

Agenda Date: September 29, 2022

In Control: City Council A Session

DEPARTMENT: Finance Department

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Event Attendant and Security Services at the Alamodome

SUMMARY:

This ordinance authorizes acceptance of a contract with Staff Pro Inc., dba Allied Universal Event Services to provide and manage event attendant staff and supply unarmed, non-commissioned event security and public safety staff at the for the Convention and Sports Facilities Department for an estimated annual cost of \$3,000,000.00 with a total contract value of \$15,000,000.00. Funding for this contract is available through the Convention and Sports Facilities Department Operating Budget.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is a proposal submitted by Staff Pro Inc., dba Allied Universal Event Services to provide event attendant staff for guest services and to supply unarmed, non-commissioned event security and public safety staff during all events held at the Alamodome, outside grounds, and parking lots of the facility and utilized at the Henry B. Gonzalez Convention Center for various events on an as needed basis, or at the Carver Cultural Community Center if needed. Additionally, on an as needed basis, City may require services of the Texas Commission on Law Enforcement Licensed Supplemental Peace Officers when San Antonio

Police Department (SAPD) Off-Duty resources are not available.

The City issued a Request for Competitive Sealed Proposal (RFCSP) for Annual Contract for Event Attendant and Security Services at the Alamodome on May 2, 2022, with a submission deadline of June 24, 2022. The RFCSP was advertised in the Hart Beat, TVSA channel, the City's Bidding & Contracting Opportunities website, the San Antonio e-Procurement System (SAEPS) and an email notification was released to a list of potential Respondents. Two (2) proposal responses were received, and one (1) proposal response was deemed ineligible for evaluation committee review for failure to meet the SBEDA subcontracting requirements. The other proposal received was deemed eligible for evaluation.

The evaluation committee consisted of representatives from the City Manager's Office, the Convention & Sports Facilities Department, and the Valero Alamo Bowl. The Finance Department, Purchasing Division, facilitated the procurement by ensuring compliance with City procurement policies and procedures. The proposal was evaluated based on the firm's qualifications, experience, previous performance, proposed plan, and price schedule. Additional categories of consideration included references and financial qualifications.

The evaluation committee interviewed the responsive Respondent on August 9, 2022 and finalized the evaluation of the proposal received. At the evaluation meeting, discussion occurred, and committee recommended award, by consensus vote, to Staff Pro Inc., dba Allied Universal Event Services to provide event attendant and security services for the Convention and Sports Facilities Department.

The initial term of the agreement will be upon City Council award or October 1, 2022, whichever is later through September 30, 2025. Two, additional one-year renewals, at the City's option, will also be authorized by this ordinance. Total estimated annual amount is \$3,000,000.00 with a total contract value of \$15,000,000; funds are not encumbered by this ordinance.

ISSUE:

This contract will provide event attendant staff for guest services and to supply unarmed, non-commissioned event security and public safety staff during all events held at the Alamodome, outside grounds, and parking lots of the facility and utilized at the Henry B. Gonzalez Convention Center for various events on an as needed basis, or at the Carver Cultural Community Center if needed. Additionally, on an as needed basis, City may require services of the Texas Commission on Law Enforcement Licensed Supplemental Peace Officers when SAPD Off-Duty resources are not available.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. Staff Pro Inc., dba Allied Universal Event Services has committed to satisfying the 15% Minority and/ or Women-Owned Business Enterprise (M/WBE) subcontracting goal and the 3% African American Business Enterprise (AABE) subcontracting goal. The Goal Setting Committee applied the Small Business Economic Development Advocacy (SBEDA) Program with ten (10) SBE Prime Contract Program evaluation preference points awarded to a vendor if they are certified as SBE located within the San Antonio Metropolitan

Statistical Area and ten (10) M/WBE Prime Contract Program evaluation preference points awarded to a vendor if they are certified as M/WBE located within the San Antonio Metropolitan Statistical Area. However, Staff Pro Inc., dba Allied Universal Event Services was not eligible to receive any preference points.

This contract is an exception to the Local Preference Program.

The Veteran-Owned Small Business (VOSB) Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

A post-solicitation briefing was presented to the Audit & Accountability Committee on August 26, 2022.

ALTERNATIVES:

Should this contract not be approved, the Convention and Sports Facilities Department would be required to process individual procurements to provide event attendant and supplemental security services as needed thus affecting the safety and preparation of events. The department does not have the staff to perform these services in-house. Processing individual procurements will affect the cost of services due to non-contract pricing.

FISCAL IMPACT:

Funds are not encumbered by this ordinance. All estimated costs for this contract are approximately \$3,000,000.00 annually, with the majority of these expenses being the responsibility of each event client that requires these services. Of the \$3,000,000.00 annual estimate, the Department estimates \$56,688.00 will be for services billable to the Convention and Sports Facilities Department. These purchases will be made on an as-needed basis and are dependent upon available funds within the adopted budget.

RECOMMENDATION:

Staff recommends approval of an ordinance for acceptance of a contract with Staff Pro Inc., dba Allied Universal Event Services to provide and manager event attendant staff for guest services and to supply unarmed, non-commissioned event security and public safety staff during all events held at the Alamodome, outside grounds and parking lots of the facility and utilized at the Henry B. Gonzalez Convention Center for various events on an as needed basis, or at the Carver Cultural Community Center if needed. The total estimated annual amount is \$3,000,000.00 with a total contract value of \$15,000,000.00.

This contract was procured by means of Request for Competitive Sealed Proposal and a Contracts Disclosure Form is required.