

HIGH PROFILE CONTRACT COUNCIL COMMITTEE MEETING MINUTES

TUESDAY, DECEMBER 10, 2013

10:00 A.M.

MEDIA BRIEFING ROOM

Members Present: Councilmember Diego Bernal, Chair, *District 1*
Councilmember Ivy Taylor, *District 2*
Councilmember Rey A. Saldaña, *District 4*

Members Absent: Councilmember Rebecca Viagran, *District 3*
Councilmember Ray Lopez, *District 6*

Staff Present: Frank L. Melton, *Assistant City Attorney*; Rene Dominguez, *Director, EDD*; Alex Lopez, *Assistant Director, EDD*; Leslie Haby, *Assistant City Attorney*; Shreya Shah, *Assistant City Attorney*; Roderick Sanchez, *Director, DSD*; Terry Kannawin, *Assistant Director, DSD*; Melody Woosley, *Director, DHS*; Michael Sawaya, *Director, CSEF*; Fred Garcia, *Court Clerk, Municipal Court*; Edward Belmares, *Assistant City Manager*; Ted Murphree, *Assistant City Attorney*; Kevin Goodwin, *Assistant Director, ITSD*; Monica Hernandez, *Assistant City Attorney*; Jonathon Kaplan, *Assistant City Attorney*; Troy Elliott, *Finance Director*; Kevin Barthold, *City Auditor*; Ben Gorzell, *Chief Financial Officer*; Dr. Thomas Schlenker, *Director, SAMHD*; Hugh Miller, *Director, ITSD*; Gloria Hurtado, *Assistant City Manager*; Lisa Biediger, *Assistant City Attorney*; Ryan Cook, *Office of the City Clerk*

Also Present: Bill Kaufman, *K&K Law Firm*

I. Approval of Minutes from the November 12, 2013 High Profile Contract Council Committee Meeting

Councilmember Saldaña moved to approve the Minutes from the November 12, 2013 High Profile Contract Council Committee Meeting. Councilmember Taylor seconded the motion. Motion carried unanimously by those present.

II. Individual High Profile Contract Initiatives for Consideration:

A. Post-solicitation briefings:

1. Teen Pregnancy Prevention Case Management Services [Dr. Thomas Schlenker, Director, Metropolitan Health District]

Dr. Thomas Schlenker provided a briefing on Teen Pregnancy Prevention Case Management Services to include the following:

- Procurement Overview
- Significant Dates

- Project Scope
- Solicitation Requirements
- Project Evaluation Committee

Mr. Troy Elliott provided a briefing on the Individual Post-Solicitation Briefing for the Teen Pregnancy Case Management Service to include the following:

- Procurement Overview- Minimum Requirements Review
- Procurement Overview- Due Diligence Review

Mr. Elliott reported that the City received two responses; one from Family Endeavors and one from the Children's Shelter. He stated that the Children's Shelter was recommended for award of the contract. Mr. Elliott reported that Family Endeavors was deemed non-responsive for failure to meet the SBEDA subcontracting program requirement. He further reported that Family Endeavors filed a Written Appeal and after further review; it was determined that the City's disqualification was appropriate.

Mr. Kevin Barthold stated that all High Profile Contracts were reviewed for Conflicts of Interest, Campaign Contributions and Lobbyists. He reported that there were no issues with said contract.

Councilmember Taylor asked of the basis for the appeal. Mr. Elliott responded that Family Endeavors felt that the proposed Subcontractor was a Small Business; however, it did not meet the SBEDA Requirements.

Councilmember Saldaña asked of the funding process. Mr. Elliott responded that due to the State Statute Requirements; Local Preference is not applicable. Councilmember Saldaña asked if the Memorandums of Understanding (MOU) between the San Antonio Independent School District (SAISD) and the Edgewood Independent School District (EISD) were constructed as exclusives. Dr. Schlenker replied that they were not and that the school districts were mainly a referral source to the Healthy Outcomes through Prenatal Education and Support (HOPES) Project. He noted that the program accepts referrals from other sources as well. Councilmember Saldaña asked if the HOPES Project would be known as Project Worth or as the Children's Shelter Project Worth. Dr. Schlenker replied that the HOPES Project is separate from Project Worth.

Councilmember Taylor moved to forward the recommended Contractor for the Teen Pregnancy Prevention Case Management Services to the full City Council for consideration. Councilmember Saldaña seconded the motion. Motion carried unanimously by those present.

2. Hansen/ECCO Replacement Project [Roderick Sanchez, Director, Development Services]

Mr. Roderick Sanchez provided a briefing and update on the Hansen/ECCO Replacement Project to include the following:

- Procurement Overview

- Significant Dates
- Project Scope
- Program Overview
- Solicitation Requirements
- Project Evaluation Committee

Mr. Elliott provided a briefing on the Individual Post-Solicitation Briefing for the Hansen/ECCO Replacement Project to include the following:

- Procurement Overview- Minimum Requirements Review
- Procurement Overview- Due Diligence Review

Chairman Bernal requested clarification of systems. Mr. Sanchez responded that it was software.

Councilmember Taylor asked how the Consultant enables the City's progression. Mr. Sanchez replied that the Consultant would assist with In-House System Reviews and compile a list of necessary items required for the new system. Discussion ensued regarding the recommended Consultant.

Councilmember Saldaña asked if the intent of the project was to create an In-House Inventory Profile because one may not yet exist. Mr. Sanchez replied that was correct. Councilmember Saldaña inquired about Code for America. Mr. Ben Gorzell replied that Code for America typically handles smaller engagements. Discussion ensued regarding Code for America and the development of the system.

Councilmember Saldaña moved to forward the recommended Consultant for the Hansen/ECCO Replacement Project to the full City Council for consideration. Councilmember Taylor seconded the motion. Motion carried unanimously by those present.

B. Pre-solicitation briefings:

1. Catering and Concessions at the Convention Center [Michael Sawaya, Director, Convention Sports Facilities]

Mr. Michael Sawaya provided a briefing and update on the Catering and Concessions Contracts at the Convention Center to include the following:

- Procurement Overview
- Project Scope
- Project Timeline

Mr. Gorzell stated that Catering and Concessions is a major contract and the briefing was informational with no action required.

Councilmember Saldaña asked of the contracts for the Alamodome and Convention Center. Mr. Sawaya stated that there was one contract for the Convention Center and a separate contract for the Alamodome.

Chairman Bernal requested information regarding compensation of the catering employees.

Chairman Bernal also asked of conflicts between competing vendors and sponsors. Mr. Sawaya replied that the Pouring Rights and the contracts allow the City to make the final decision.

No action was required for Item 2 B-1.

2. Consolidated Human and Workforce Development Services Funding
[Melody Woosley, Director, Human Services]

Ms. Melody Woosley provided a briefing and update on Consolidated Human and Workforce Development Services Funding to include the following:

- Procurement Overview
- Project Scope
- Budget History
- Solicitation Requirements
- Project Evaluation Committee
- Evaluation Process
- Proposed Project timeline

Councilmember Taylor stated that the funding goals of the system need to be reassessed.

Ms. Gloria Hurtado stated that parameters could be discussed at the Council Committees, but would need to be approved by the full City Council. Councilmember Taylor asked if any providers were lost due to the alignment of the SA2020 Matrix. Ms. Woosley confirmed that no providers were lost. Discussion ensued regarding the program.

Ms. Hurtado stated that she would provide a list of options to the Committee.

No action was required for Item 2 B-2.

3. Court Fee Collection [Frederick Garcia, Court Clerk, Municipal Court]

Councilmember Saldaña exited the meeting at this time.

Mr. Fred Garcia provided a briefing and update on the Court Fee Collection to include the following:

- Procurement Overview
- Project Scope
- Solicitation Requirements
- Project Evaluation Committee
- Proposed Project Timeline

No action was taken on Item 2 B-3.

III. Consent High Profile Contract Initiatives for consideration:

A. Post-solicitation items:

1. Riverwalk Improvements Phase V- CIMS

Chairman Bernal requested additional information regarding the ramp being constructed in front of Biga on the Banks.

No action was taken on Item 3.

IV. Executive Session

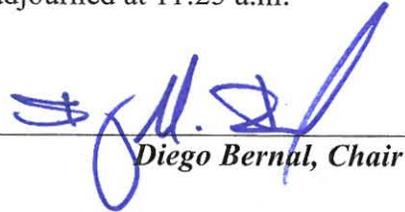
Executive Session was not held.

V. Consideration of Items for Future Meetings:

A. Next Meeting Date: January 14, 2014

VI. Adjourn

There being no further discussion, the meeting was adjourned at 11:25 a.m.



Diego Bernal, Chair

Respectfully Submitted,



Ryan J. Cook
Office of the City Clerk