

**CITY OF SAN ANTONIO
ALAMODOME DEPARTMENT
CITY COUNCIL AGENDA MEMORANDUM**

TO: Sheryl Sculley, City Manager

FROM: Michael Abington, Alamodome Director

SUBJECT: Extension Agreement to the Housekeeping and Conversion Services Agreement with Go Professional Environmental Management

DATE: February 16, 2006

SUMMARY AND RECOMMENDATIONS

An Ordinance authorizing the City Manager or her designee to execute an extension agreement to the Housekeeping and Conversion Services Agreement with Go Professional Environmental Management to provide the Alamodome and Nelson W. Wolff Municipal Stadium with housekeeping and conversion services.

This second and final one (1)-year extension extends the Agreement from March 22, 2006 through March 21, 2007 in an amount not to exceed \$579,003.

Staff recommends approval of this ordinance.

BACKGROUND INFORMATION

Ordinance No. 95383, passed and approved by the City Council on February 28, 2002, authorized the execution of a three (3)-year contract, with two one-year extension options, with Go Professional Environmental Management.

Subsequently Ordinance No. 100523, dated March 10, 2005, approved the execution of the first extension for the period March 22, 2005 through March 21, 2006.

The outsourcing of housekeeping and conversion services was implemented in order to offset significant worker's compensation expense and administrative cost associated with conducting this function with City personnel.

Per Section 7.3 of the original agreement, the contractor was required to inform the City of its desire to execute the second extension at least 90 days prior to the expiration date of March 21, 2006 of the first extension. In a letter to the City dated January 18, 2006, the contractor expressed its desire to execute the second extension.

POLICY ANALYSIS

This action is consistent with current policy to provide housekeeping and conversion services through outsourcing, which was implemented in order to offset significant worker's compensation expense and administrative cost associated with conducting this function with City personnel.

The Alamodome is satisfied with the delivery of housekeeping and conversion services by Go Professional Environmental Management and is in support of the execution of the second extension.

FISCAL IMPACT

Per the original agreement, following are the contractor's personnel classifications along with the current rates through March 21, 2006 as well as the new rates stipulated for the second extension:

	Site Manager	Event Supervisor	Cleaning Attendant	Conversion Technician
Current Rate	\$1,800.00/mo.	\$9.05/hr.	\$8.75/hr.	\$9.35/hr.
New Rate	\$1,800.00/mo.	\$9.25/hr.	\$8.90/hr.	\$9.45/hr.

The total estimated cost of executing this second one-year extension is \$579,003, based on anticipated event programming, of which \$503,972 is for the Alamodome and \$75,031 is for Wolff Stadium.

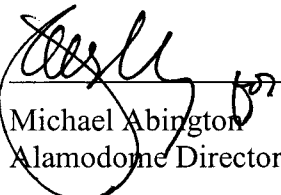
Funds in the amount of \$579,003 have been budgeted for FY 05-06 in the Community & Visitor Facilities Fund.

COORDINATION

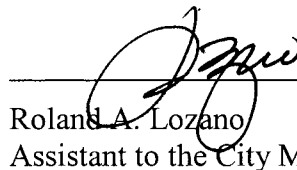
This item has been coordinated with the City Attorney's Office, Contract Services Department and the Office of Management and Budget.

SUPPLEMENTARY COMMENTS

A completed Discretionary Contracts Disclosure form is attached.

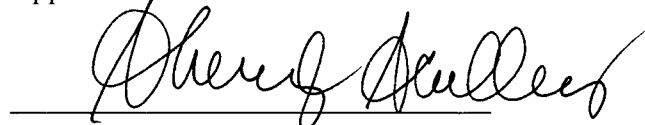


Michael Abington
Alamodome Director



Roland A. Lozano
Assistant to the City Manager

Approved for Council Consideration:



Sheryl Sculley
City Manager

City of San Antonio
Discretionary Contracts Disclosure

For use of this form, see Section 2-59 through 2-61 of the City Code (Ethics Code)
Attach additional sheets if space provided is not sufficient.

(1) Identify any individual or business entity¹ that is a party to the discretionary contract:
<i>Go Professional Environmental Management</i> <i>1490 West Ave.</i> <i>San Antonio, Tx. 78201</i>
(2) Identify any individual or business entity which is a partner, parent or subsidiary business entity, of any individual or business entity identified above in Box (1):
<input type="checkbox"/> No partner, parent or subsidiary; or List partner, parent or subsidiary of each party to the contract and identify the corresponding party: <i>Geoffrey C. Comstock : Go Professional Env. Mgt.</i> <i>Samuel J. Salas : Go Professional Env. Mgt.</i>
(3) Identify any individual or business entity that would be a subcontractor on the discretionary contract.
<input type="checkbox"/> No subcontractor(s); or List subcontractors: <i>Artios Window Cleaning & Supply</i> <i>15710 Blue Crk.</i> <i>San Antonio, Tx. 78232</i>
(4) Identify any lobbyist or public relations firm employed by any party to the discretionary contract for purposes related to seeking the discretionary contract.
<input checked="" type="checkbox"/> No lobbyist or public relations firm employed; or List lobbyists or public relations firms:

¹ A *business entity* means a sole proprietorship, partnership, firm, corporation, holding company, joint-stock company, receivership, trust, unincorporated association, or any other entity recognized by law. A sole proprietor should list the name of the individual and the d/b/a, if any.

(5) Political Contributions

List all political contributions totaling one hundred dollars (\$100) or more within the past twenty-four (24) months made to any *current* or *former member* of City Council, any *candidate* for City Council, or to any *political action committee* that contributes to City Council elections, by any individual or business entity whose identity must be disclosed under Box (1), (2), (3) or (4) above, or by the officers, owners of any business entity listed in Box (1), (2) or (3):

☒ No contributions made; If contributions made, list below:

By Whom Made:	To Whom Made:	Amount:	Date of Contribution:


(6) Disclosures in Proposals

Any individual or business entity seeking a discretionary contract with the city must disclose any known facts which, reasonably understood, raise a question² as to whether any city official or employee would violate Section 2-43 of the City Code (Ethics Code), ("conflicts of interest") by participating in official action relating to the discretionary contract.

☒ Party not aware of facts which would raise a "conflicts-of-interest" issue under Section 2-43 of the City Code; or

Party aware of the following facts:

This form is required to be supplemented in the event there is any change in the information before the discretionary contract is the subject of council action, and no later than five (5) business days after any change about which information is required to be filed, whichever occurs first.

Signature: 	Title: <i>Vice-President</i> Company or D/B/A: <i>Go Professional Env. Mgt.</i>	Date: <i>1/23/06</i>
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² For purposes of this rule, facts are "reasonably understood" to "raise a question" about the appropriateness of official action if a disinterested person would conclude that the facts, if true, require recusal or require careful consideration of whether or not recusal is required.