

# Audit and Accountability Committee



**8/23/18**

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## Post Solicitation Briefing for Design-Build Services

Downtown City Office Building  
(Frost Renovation) Project

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Presented by  
Christie Chapman, Assistant Director  
Transportation & Capital Improvements

# Solicitation Overview



Originating Department  
Transportation and Capital  
Improvements



Solicitation Type  
Design Build 2-Step Process  
1) Request for Qualification  
2) Request for Proposal



High Profile Designation  
Contract value over \$1M



Estimated Contract Value  
\$59.5 million



Current Contract Status  
New Contract



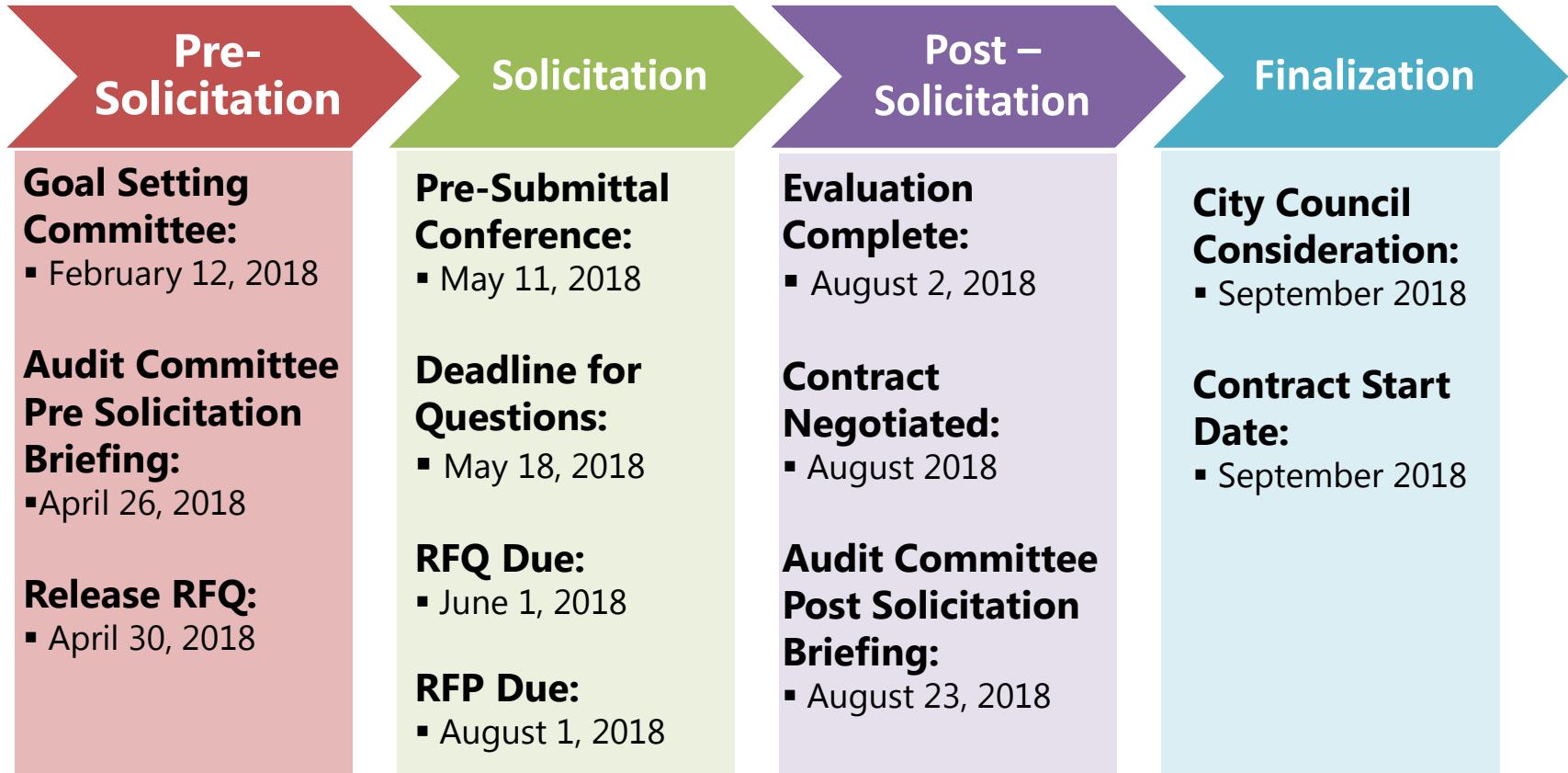
Proposed Term  
Estimated Construction  
Completion: February 2021

# Downtown City Office Project Scope

- Renovation of 22 floors, 381,000 sq ft
- Improvements to HVAC, electrical, plumbing, fire protection, abatement, technology, lighting, new security system, and installation of furniture and equipment
- Will hold 23 City Departments, over 1,400 City employees
- Five floors for tenant offices
- Retail space on street level
- Will include other amenities such as a wellness center and cafeteria/food service



# Project Timeline



# Solicitation Requirements

- SBEDA Subcontracting:
  - SBE 30%
  - M/WBE 25%
  - AABE 5%
- SBE Joint Venture Program
- Mentorship Requirement
- Goal Setting Members
  - ✓ Linda Lopez-George (Citizen Member)
  - ✓ Richard Keith (Neighborhood and Housing Services)
  - ✓ Razi Hosseini (TCI)
  - ✓ Michael Sindon (EDD)

## Phase I - RFQ Evaluation Criteria

- A. Experience, Background, Qualifications of DB Firm, Key Personnel, Key Sub-Consultants: *35 Points*
- B. Experience with issues in San Antonio Region & past experience with City of San Antonio: *10 Points*
- C. Understanding of Project and Proposed Management Plan: *20 Points*
- D. DB Team's past experience working together: *15 Points*
- E. SBE Joint Venture Program: *20 points*

## Phase II - RFP Evaluation Criteria

- A. Proposed Design Plan: *20 Points*
- B. Proposed Construction Plan: *20 Points*
- C. Context Sensitive Design: *10 Points*
- D. Overall Evaluation of Firm/Team and Ability to Provide Required Services: *10 Points*
- E. Proposed Fees for General Conditions/ Overhead & Profit: *20 Points*
- F. SBE Joint Venture Program: *20 points*

# Downtown City Office Evaluation Committee

## Voting Members

Lori Houston, Assistant City Manager, City Manager's Office

Craig Hopkins, Chief Information Officer, Information Technology Services Department

Troy Elliott, Deputy Chief Financial Officer, Finance

Mike Etienne, Director, Office of EastPoint

John Stevens, Interim Assistant to the Director, Center City Development and Operations Department

Jeff Knippel, Capital Programs Manager, TCI

Carol Warkoczewski, Senior Architect, TCI

Robert G. Hanley, AIA Member



# Downtown City Office Score Matrix

RFQ: Design-Build Services for the Downtown City Office (Frost Renovation) Project Phase I Scoring	Firm Names					
	Summary Scoring	Firm 1	Firm 2	Firm 3	Firm 4	Firm 5
A. Background, Experience and Qualifications of Prime Firm, Key Personnel and Key Sub-Consultants (35 Points)	35	29.50	30.00	29.75	20.00	21.38
B. Experience with San Antonio Region Issues & past experience with City of San Antonio contracts (10 points)	10	7.25	8.88	8.63	4.75	5.50
C. Understanding of the Project and Proposed Management Plan (20 points)	20	16.50	17.75	16.13	11.88	13.50
D. DB Team's past experience working together as a team (15 points)	15	12.63	13.13	12.13	10.88	11.38
E. SBEDA – Joint Venture Program (20 total points available)	20	20.00	10.00	10.00	20.00	10.00
<b>TOTAL SCORE</b>	<b>100</b>	<b>85.88</b>	<b>79.75</b>	<b>76.63</b>	<b>67.50</b>	<b>61.75</b>
<b>RANK</b>		1	2	3	4	5

RFP: Design-Build Services for the Downtown City Office (Frost Renovation) Project Phase II Scoring	Firm Names					
	Summary Scoring	MAXIMUM POINTS	Firm 1	Firm 2	Firm 3	
A. Proposed Design Plan	20	19.71	14.00	11.86		
B. Proposed Construction Plan	20	18.71	11.71	11.43		
C. Context Sensitive Design	10	8.57	6.86	5.86		
D. Overall Evaluation of the Firm/Team and its ability to provide the required services	10	9.43	6.29	5.00		
<b>Subtotal</b>	<b>60</b>	<b>56.43</b>	<b>38.86</b>	<b>34.14</b>		
E. Proposed Fees	20	13.50	20.00	18.60		
F. SBEDA Joint Venture Program	20	10.00	20.00	10.00		
<b>TOTAL SCORE</b>	<b>100</b>	<b>79.92</b>	<b>78.86</b>	<b>62.75</b>		
<b>RANK</b>		1	2	3		

# Procurement Overview Due Diligence

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Christie Chapman, Assistant Director, TCI  
Kevin Barthold, City Auditor

# Due Diligence

**Number of vendors notified: 2,000**

**Central Vendor Registry: 440**

**Number of vendors at pre-submittal conference: 106**

**Number of responses received: 5**

Results of Minimum Requirements Review      No Findings

Results of Due Diligence Review      No Findings

Respondent Background Check      No Findings

Financial Statement Review      NA

References, Proof of Insurability Review and Litigation Disclosure      No Findings

Contracts Disclosure Form      No Findings

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