

**CITY OF SAN ANTONIO**  
**TRANSPORTATION & CAPITAL IMPROVEMENTS DEPARTMENT**  
**Interdepartmental Correspondence**

**TO:** Sheryl Sculley, City Manager

**FROM:** Christie Chapman, Interim Assistant Director  
Kevin Barthold, City Auditor

**COPIES:** Audit Committee; Ben Gorzell, Jr., Chief Financial Officer; Troy Elliott, CPA, Finance Director; Norbert Dziuk, Procurement Administrator Lead

**SUBJECT:** Consideration of Completed High Profile Solicitation

**DATE:** May 31, 2016

The evaluation process and due diligence for the following High Profile item has been completed:

**On-Call Architectural Services (TCI)** – Department issued a Request for Qualifications seeking qualified firms to perform On-Call Architectural Services for various City projects in various locations throughout the City. Typical work to be performed under this On-Call Contract will consist of building design, design services for minor interior modifications, improved accessibility for the disabled, periodic field observation as required, development of recommendations for repairs and preparing plans and specifications for construction services.

- Number of Respondents: 13
- Contract Value: \$500,000 annual capacity; \$2.0 million total contract capacity
- Term of Contract: One (1) year initial term with three one (1) year options to renew
- Tentative Council Date: June 9, 2016

RFQ: On-Call Professional Architectural Services														
Summary Scoring	Maximum Points	Firm 1	Firm 2	Firm 3	Firm 4	Firm 5	Firm 6	Firm 7	Firm 8	Firm 9	Firm 10	Firm 11	Firm 12	Firm 13
A. Background, Experience and Qualifications of Prime Firm, Key Personnel and Key Sub-Consultants (40 Points)	40	38.25	37.00	37.00	36.75	39.50	37.75	30.00	29.50	20.50	30.75	19.00	26.25	13.75
B. Proposed Management Plan (30 points)	30	29.00	27.25	27.75	27.00	28.75	29.25	22.50	23.75	18.25	24.00	13.75	15.75	8.50
C. Team's Experience with San Antonio Region issues and past experience with CoSA contracts (10 points)	10	9.75	9.75	9.25	10.00	9.25	0.00	8.00	6.50	5.75	7.00	5.25	5.75	1.75
D. SBEDA – SBE & M/WBE Prime Contract Program (20 total points available)	20	20.00	20.00	20.00	20.00	10.00	20.00	20.00	20.00	20.00	0.00	20.00	0.00	0.00
TOTAL SCORE	100	97.00	94.00	94.00	93.75	87.50	87.00	80.50	79.75	64.50	61.75	58.00	47.75	24.00
RANK		1	2	2	4	5	6	7	8	9	10	11	12	13

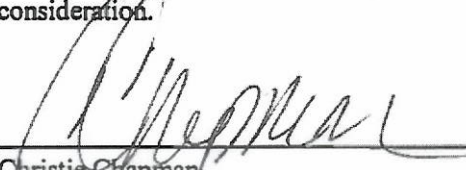
**Design Services for Terminal A/B Connector and Security Checkpoint Expansion (Aviation/TCI) –** TCI issued a Request for Qualifications on behalf of Aviation seeking professional services to design a facility that connects the concourses of Terminal “A” and Terminal “B” on the ticket level of the terminal buildings. The estimated total size of the facility is roughly 80,000 square feet. A portion of the project is comprised of roughly 25,000 square feet of area to house the security screening checkpoint and passenger processing function for patrons entering the concourse of Terminal “A.” The connector project shall connect Concourse “A” in the general area of the existing north food court and extend more than 1,500 feet to join the food court area of the ticket level of Concourse “B.” The corridor shall be of adequate width to accommodate pedestrian and motorized people mover equipment such as moving sidewalks or man driven carts and dollies Escalators and elevators both public and service will be included as well as new public restrooms.


- Number of Respondents: 7
- Contract Value: \$5.3 Million
- Term of Contract: Duration of project
- Tentative Council Date: August, 2016

Interviews: Design Services for the Terminal A/B Connector and Security Checkpoint Expansion RFQ: TCI02102016MG	Maximum Points	Firm 1	Firm 2	Firm 3
A. Background, Experience and Qualifications of Prime Firm, Key Personnel and Key Sub-Consultants including Co-Respondent, Joint Venture Party or Partner	45	42.25	36.25	32.13
B. Proposed Management Plan	25	21.88	18.38	15.75
C. Team's Experience with San Antonio Region Issues and past experience with City of San Antonio contracts	20	18.38	15.63	14.00
<b>SUBTOTAL</b>	<b>90</b>	<b>82.50</b>	<b>70.25</b>	<b>61.88</b>
SBEDA - SBE Prime Contract Program	5	0	5.00	0.00
SBEDA - M/WBE Prime Contract Program	5	0	5.00	0.00
<b>TOTAL SCORE</b>	<b>100</b>	<b>82.50</b>	<b>80.25</b>	<b>61.88</b>
<b>RANK</b>		<b>1</b>	<b>2</b>	<b>3</b>

Due diligence conducted for each of the respondents to the above solicitations includes 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. Staff reports no findings were noted for the above projects.

Staff recommends committee approval to proceed with scheduling these items for full City Council consideration.

  
Christie Chapman  
Transportation and Capital Improvements  
Interim Assistant Director

  
Kevin Barthold  
City Auditor