



AUDIT COMMITTEE

PRE-SOLICITATION BRIEFING FOR HOWARD W. PEAK GREENWAY TRAILS SYSTEM DESIGN SERVICES

September 20, 2016

**Xavier D. Urrutia
Director
Parks and Recreation**

Solicitation Overview



Originating Department: Parks and Recreation



Solicitation Type: Request for Qualifications



High Profile Designation: Contract Value over \$1 million



Estimated Value: \$3,100,000.00 total



Current Contract Status: New Contract



Proposed Term: Approximately 2.5 years per design project, implemented over approximately 5 years

Project Overview



- Funded through 2015 Sales Tax Initiative
- Total Program – not to exceed \$80m
- Projects implemented as revenue is collected



- Approximately 27 miles of trail
 - (12 miles covered by contracts under this RFQ)
- Neighborhood Connections
- Enhancement projects



- Design work to begin FY2017-FY2019
- 9 Individual Trail Projects (est. value of \$2,300,000)
- Smaller On-Call Projects (est. value of \$800,000)
- Total Estimated Value of \$3,100,000

Solicitation Requirements

Evaluation Criteria

- Experience, Background, Qualifications: 40 Points
- Proposed Plan: 40 Points
- SBEDA Program: 20 Points - 10 points for Emerging Business Enterprise (EMBE), 10 points for Minority/Woman-owned Business Enterprise (MWBE)

Additional Requirements

- SBEDA Subcontracting Requirements: 16% MWBE; 1% AABE
- Audited Financial Statements: Not Required
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable

Goal Setting Committee Members

- Richard Keith (Chair), Interim Assistant Director, Planning and Community Development
- Christie Chapman, Interim Assistant Director, Transportation and Capital Improvements
- Nikki Ramos, Assistant Director, Parks and Recreation
- Michael Sindon, Assistant Director, Economic Development

Outreach Plan

NIGP Codes Identified

- Civil Engineering (92517)
- Landscape Architecture (90656)
- Surveyor Services (92586)
- Environmental (92642)
- Archaeological (96101) and other minor professional services.

Number of Vendors notified

- Targeted Vendor Outreach: 167

Advertising

- TVSA channel 21
- COSA Bidding Opportunities website
- Daily Commercial Recorder
- Express News

Project Evaluation Committee

Voting Members

Maria Villagomez, Assistant City Manager

Nikki Ramos, Assistant Director of Parks and Recreation

Brandon Ross, Special Projects Manager, Parks and Recreation

Jeff Tyler, Senior Engineer, San Antonio River Authority

Daniel Leal, Urban Designer, Parks and Recreation

Veronica Barefield, Senior Engineering Associate, Transportation and Capital Improvements

Advisory Members

Agdel Rivera, Project Manager, Parks and Recreation

Project Timeline

Pre-Solicitation

Goal Setting Committee:

- September 12, 2016

Audit Committee Pre Solicitation Briefing:

- September 20, 2016

Release RFQ:

- September 26, 2016

Solicitation

Pre-Submittal Conference:

- October 5, 2016

Deadline for Questions:

- October 14, 2016

RFQ Due:

- October 26, 2016

Post – Solicitation

Evaluation Complete:

- November 2016

Contract Negotiated:

- November-December 2016

Audit Committee Post Solicitation Briefing:

- January 2017

Finalization

City Council Consideration:

- January 2017

Contract Start Date:

- February 2017



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