



AUDIT COMMITTEE

PRE-SOLICITATION BRIEFING FOR ON-CALL GEOTECHNICAL AND MATERIAL TESTING SERVICES

February 21, 2017

**Christie Chapman
Assistant Director
Transportation and Capital
Improvements**

Solicitation Overview



Originating Department: Transportation and Capital Improvements



Solicitation Type: Request for Qualification (RFQ)



High Profile Designation: Contract Value over \$1 million



Estimated Value: \$800,000 per term / \$2,400,000 total



Current Contract Status: Expires August 2017



Proposed Term: 2 years with 2, 2 year renewal options

Project Overview



- Consultant to assist in assessing site conditions and project quality
- Consultant to perform technical observations



- Consultant to perform: Geotechnical Laboratory Testing, Construction Material Testing & inspections relating to workmanship and/or material quality

Solicitation Requirements

Evaluation Criteria

- Background, Experience and Qualifications of Prime Firm, Key Personnel and Key Sub-Consultants: 45 points
- Proposed Management Plan : 45 points
- Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts: 10 points

Additional Requirements

- Disadvantaged Business Enterprise (DBE) Program
- 10% DBE goal has been set for this contract
- Audited Financial Statements: Not Required

DBE Program

- Disadvantage business enterprise or DBE means a for-profit small business enterprise:
 - Which is at least fifty one percent (51%) owned by one or more individuals who both are socially and economically disadvantaged;
 - Whose management and daily business operations are controlled by one (1) or more of the socially and economically disadvantaged individuals who own it; and
 - Good faith efforts mean efforts to achieve a DBE goal or other requirement of this part

Outreach Efforts

NIGP Codes Identified

- 96148 Laboratory Testing Services
- 90746 Engineering, Geotechnical
- 84571 Civil Engineering and Materials Testing Equipment

Number of Vendors notified

- Central Vendor Registry: 51
- Targeted Vendor Outreach: 121

Advertising

- Electronic State Business Daily
- TVSA channel 21
- COSA Bidding Opportunities website
- The Hart Beat

Project Evaluation Committee

Voting Members

Razi Hosseini, P.E., R.P.L.S. – TCI, Assistant Director

David Chumchal – TCI, Construction Inspection Supervisor

LeAnn Lindquist-Thome – TCI, Project Control Manager

Richard Grochowski– TCI, Interim Assistant City Engineer

Bianca Thorpe– TCI, Senior Engineer

Project Timeline

Pre-Solicitation

Goal Setting Committee:

- NA

Audit Committee Pre Solicitation Briefing:

- February 21, 2017

Release RFQ:

- February 24, 2017

Solicitation

Pre-Submittal Conference:

- March 7, 2017

Deadline for Questions:

- March 17, 2017

RFQ Due:

- March 28, 2017

Post – Solicitation

Evaluation Complete:

- April 2017

Contract Negotiated:

- April 2017

Audit Committee Post Solicitation Briefing:

- April 2017

Finalization

City Council Consideration:

- June 2017

Contract Start Date:

- July 2017



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