

AUDIT COMMITTEE

PRE-SOLICITATION BRIEFING FOR ON-CALL ENVIRONMENTAL ABATEMENT SERVICES (ASBESTOS, LEAD, MOLD & INDUSTRIAL WASTE)

February 21, 2017

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

Solicitation Overview



Originating Department: Transportation and Capital Improvements



Solicitation Type: Request for Proposal (RFP)



High Profile Designation: Contract Value over \$1 million



Estimated Value: \$600,000 annually / \$2,400,000 total



Current Contract Status: Expired October 2016



Proposed Term: 1 year with 3, 1 year renewal options

Project Overview



- On-Call Contract for up to four years (one year with 3 one-year options to renew)
- Multiple awards possible



- All firms to have an established staff to provide services
- Primarily for vertical projects



- Asbestos and Lead Abatement
- Mold Remediation
- Industrial Waste Removal, Transportation, and Disposal

Solicitation Requirements

Evaluation Criteria

- Background, Experience and Qualifications of Prime Firm, Key Personnel and Key Sub-Consultants: 35 points
- Proposed Management Plan : 25 points
- Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts: 20 points
- Cost proposal: 20

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

- 91038 Asbestos Abatement Services
- 91047 Lead Abatement Services
- 92645 Hazardous Waste Removal Services
- 92678 Mold Remediation Services Environmental

Number of Vendors notified

- Central Vendor Registry: 53
- Targeted Vendor Outreach: 161

Advertising

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

Project Evaluation Committee

Voting Members

Vincent Nathan –Metro Health, Interim Health Director

John Cantu – TCI, Environmental Manager

Steve Hodges- TCI, Real Estate Manager

Leticia Arzate – TCI, Senior Environmental Project Manager

Stacy Gonzalez- TCI, Architect

Alice London- TCI, Environmental Project Manager

Project Timeline

Pre-Solicitation

- Audit Committee Pre Solicitation Briefing:**
- February 21, 2017
- Release RFP:**
- February 24, 2017

Solicitation

- Pre-Submittal Conference:**
- March 7, 2017
- Deadline for Questions:**
- March 13, 2017
- RFP Due:**
- March 28, 2017

Post – Solicitation

- Evaluation Complete:**
- April 2017
- Contract Negotiated:**
- April 2017
- Audit Committee Post Solicitation Briefing:**
- May 2017

Finalization

- City Council Consideration:**
- May 2017
- Contract Start Date:**
- June 2017



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