

**CITY OF SAN ANTONIO**  
**FINANCE DEPARTMENT**  
**Interdepartmental Correspondence**

**TO:** Sheryl Sculley, City Manager

**FROM:** Troy Elliott, CPA, Deputy Chief Financial Officer  
Kevin Barthold, City Auditor

**COPIES:** Audit Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Norbert Dziuk, Procurement Operations Lead

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

**DATE:** May 30, 2017

**Dangerous Premises Lot Cleaning (DSD)** - Department is seeking qualified firms to clear and secure unoccupied or unsecured structures or premises that have been declared a danger to the public. This includes buildings that are vandalized by graffiti, clearing of overgrown vegetation, mowing properties and securing vacant accessible structures by attaching plywood to first floor doors and windows.

- Solicitation Type: RFP
- Number of Respondents: 6
- Contract Value: \$1.625 Million
- Number of Contracts Awarded: 4
- Term of Contract: 1 year with 4, 1 year options
- Tentative Council Date: June 8, 2017
- Evaluation Criteria:
  - Experience, Background, Qualifications – 30 points;
  - Proposed Plan – 25 points;
  - Price – 10 points;
  - Local Preference Program – 10 points;
  - Veteran Owned Small Business Preference Program – 5 points;
  - SBEDA – 20 points (10 pts SBE Prime Contract; 10 points MWBE Prime Contract)
- Voting Committee Members: Amin Tohmaz, Interim Assistant Director, Development Services; Danny Liguez, Development Services Manager, Development Services; Jenny Ramirez, Code Enforcement Manager, Development Services; Martin Ruiz, Development Services Manager, Development Services; Rita Basta, Fiscal Analyst, Development Services

RFP Dangerous Premises Abatement Lot Clearing and Securing of Structures RFP-017-028, RFX# 6100008531	Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F
Score Summary							
A - Experience, Background, Qualifications	30	28.20	21.80	29.00	20.20	13.40	11.00
B - Proposed Plan	25	23.20	21.80	23.40	14.80	10.20	13.40
C - Price Schedule	10	7.64	7.80	8.15	10.00	7.46	6.79
D - SBE and MWBE Prime Contract Program	20	20.00	20.00	20.00	20.00	20.00	20.00
E- Local Preference Program	10	10.00	10.00	0.00	0.00	10.00	0.00
F- Veteran Preference Program	5	0.00	0.00	0.00	0.00	0.00	5.00
<b>TOTAL SCORE</b>	<b>100</b>	<b>89.04</b>	<b>81.40</b>	<b>80.55</b>	<b>65.00</b>	<b>61.06</b>	<b>56.19</b>
<b>RANK BASED ON TOTAL SCORE</b>		<b>1.00</b>	<b>2.00</b>	<b>3.00</b>	<b>4.00</b>	<b>5.00</b>	<b>6.00</b>

**Downtown Lighting Master Plan RFQ** - Seeking a highly qualified lighting consultant to perform a lighting study and develop a Downtown Lighting Master Plan to include streetlights, architectural lighting, as well as private lighting and possible incentives. Deliverable will be a plan based on stakeholder input, with components that can be prioritized as funding becomes available.

- Solicitation Type: RFQ
- Number of Respondents: 4
- Contract Value: \$275,000 (estimated)
- Term of Contract: Duration of the Project
- Tentative Council Date: June 15, 2017
- Evaluation Criteria:
  - Experience and Qualifications of Prime Firm and Key Sub-consultants – 35 points;
  - Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts – 20 points;
  - Proposed Management Plan - 25 points;
  - SBEDA – 20 points (ESBE Prime– 10 points, M/WBE Prime– 10 points)
- Local Preference and VOSB: Not Applicable
- Voting Committee Members:
  - Ben Gorzell, CPA, Chief Financial Officer
  - Lori Houston, Assistant City Manager
  - Troy Elliott, CPA, Deputy Chief Financial Officer
  - Russell Huff, Assistant Director of Public Utilities, Finance Department
  - Christine Viña, American Institute of Architects - San Antonio Chapter President & VIA
  - Ripton Melhado, General Manager, Hyatt Regency
  - Andi Rodriguez, Downtown resident, former Planning Commissioner, SAISD
  - Richard Medina, Senior Director, CPS Energy

<b>RFQ Downtown Lighting Master Plan</b>	<b>Maximum Points</b>	<b>Firm 1</b>	<b>Firm 2</b>	<b>Firm 3</b>	<b>Firm 4</b>
<b>Summary Scoring</b>					
<b>Experience, Background, and Qualifications of Respondent, Respondent's Key Personnel and its Key Sub-Consultants, including Co-Respondent, Joint Venture Party or Partner</b>	<b>35</b>	<b>28.38</b>	<b>31.88</b>	<b>24.00</b>	<b>15.63</b>
<b>Respondent's Experience with San Antonio Region Issues &amp; past experience with City of San Antonio contracts</b>	<b>20</b>	<b>16.88</b>	<b>18.75</b>	<b>12.13</b>	<b>10.75</b>
<b>C. Proposed Management Plan</b>	<b>25</b>	<b>20.13</b>	<b>22.63</b>	<b>15.25</b>	<b>11.88</b>
<b>D. SBEDA – ESBE &amp; M/WBE Prime Contract Program</b>	<b>20</b>	<b>20.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL SCORE</b>	<b>100</b>	<b>85.38</b>	<b>73.25</b>	<b>51.38</b>	<b>38.25</b>
<b>RANK</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>

**On-Call Capital Program Management Staff Augmentation (TCI)** - Department issued a Request for Qualifications to provide onsite capital program management staff augmentation personnel with multiple contracts.

- Solicitation Type: RFQ
- Number of Respondents: 13
- Contract Value: \$1.5 Million
- Number of Contracts Awarded: 2
- Term of Contract: 1 year with 2, 1 year options
- Tentative Council Date: June 15, 2017
- Evaluation Criteria:
  - Experience and Qualifications of Respondent's Firm, Key Personnel and Key Subcontractors – 45 points;
  - Understanding of the Program Services and Proposed Management Plan – 25 points;
  - Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts – 10 points;
  - SBEDA – 20 points (10 pts ESBE Prime Contract; 10 pts MWBE Prime Contract)
- Local Preference and VOSB: Not Applicable
- Voting Committee Members: Razzi Hosseini, TCI Assistant Director; Brett Van Hazel, Project Control Manager; Luis Maltos, Capital Programs Manager; Alma Nunez, Design Development Assistant; Alice London, Senior Environmental Protection Policy Officer

<b>On Call Capital Program Management Staff Augmentation Services RFQ: TCI120216MG</b>	<b>Maximum Points</b>	<b>Firm 1</b>	<b>Firm 2</b>	<b>Firm 3</b>	<b>Firm 4</b>	<b>Firm 5</b>	<b>Firm 6</b>	<b>Firm 7</b>	<b>Firm 8</b>	<b>Firm 9</b>	<b>Firm 10</b>	<b>Firm 11</b>	<b>Firm 12</b>	<b>Firm 13</b>
<b>Summary Scoring</b>														
A. Experience and Qualifications of Respondent's Firm/Team, Key Personnel and Key Sub-Consultants	45	42.17	32.50	32.33	34.00	31.83	42.00	29.50	31.67	33.17	41.67	40.50	34.67	35.50
B. Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts	10	8.67	7.50	8.00	7.67	7.67	8.83	7.67	6.33	9.00	8.67	9.00	6.83	7.67
C. Understanding of the Program Services and Proposed Management Plan	25	22.33	20.00	19.00	17.50	17.33	23.00	16.00	15.00	19.50	21.33	21.83	17.67	19.50
SBEDA - ESBE Prime Contract Program	10	0.00	10.00	10.00	10.00	10.00	0.00	10.00	10.00	0.00	0.00	0.00	10.00	0.00
SBEDA - M/WBE Prime Contract Program	10	10.00	10.00	10.00	10.00	10.00	0.00	10.00	10.00	10.00	0.00	0.00	0.00	0.00
<b>TOTAL SCORE</b>	<b>100</b>	<b>83.17</b>	<b>80.00</b>	<b>79.33</b>	<b>79.17</b>	<b>76.83</b>	<b>73.83</b>	<b>73.17</b>	<b>73.00</b>	<b>71.67</b>	<b>71.67</b>	<b>71.33</b>	<b>69.17</b>	<b>62.67</b>
<b>RANK</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>9</b>	<b>11</b>	<b>12</b>	<b>13</b>

**On-Call Civil Engineering Services (TCI)** - Department issued a Request for Qualifications to provide on-call civil engineering services.

- Solicitation Type: RFQ
- Number of Respondents: 27
- Contract Value: \$2.25 million
- Number of Contracts Awarded: 5
- Term of Contract: 1 year with 2, 1 year options
- Tentative Council Date: June 8, 2017
- Evaluation Criteria:
  - Background, Experience and Qualifications – 40 points;
  - Proposed Management Plan – 20 points;
  - Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts – 20 points;
  - SBEDA – 20 points (10 pts ESBE Prime Contract; 10 pts MWBE Prime Contract)
- SBEDA Subcontracting Requirements: 19% MWBE; 1% AABE

- Local Preference and VOSB: Not Applicable
- Voting Committee Members: Razi Hosseini, TCI Assistant Director; Amy Ramirez, Project Engineer; Sean Strong, Project Engineer; Robert Reyna, Senior Engineer; Veronica Barefield, Engineer in Training

RFQ for On-Call Civil Engineering Services	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	Firm 14	Firm 15	Firm 16	Firm 17	Firm 18	Firm 19	Firm 20	Firm 21	Firm 22	Firm 23	Firm 24	Firm 25	Firm 26	Firm 27
Scoring Summary																												
A. Background, Experience and Qualifications:	40	38.60	38.00	38.00	36.00	36.80	35.60	39.00	34.00	31.60	31.00	31.40	29.80	30.60	34.00	30.60	27.20	32.60	37.00	34.40	24.20	29.20	34.00	22.40	32.00	26.60	31.00	22.40
B. Proposed Management Plan	20	19.20	18.80	18.40	17.40	16.80	16.60	19.00	15.20	14.60	15.00	15.00	14.40	14.20	16.20	15.40	12.40	15.00	17.40	16.40	11.60	12.80	16.40	10.60	16.20	12.40	14.60	10.40
C. Team's Experience with San Antonio Region issues and past experience with City of San Antonio contracts:	20	19.40	18.80	19.20	18.00	16.80	15.80	19.40	15.40	16.00	15.60	15.00	16.00	15.40	16.40	17.40	13.80	15.60	17.60	17.80	11.80	14.80	16.00	11.80	16.20	14.40	15.60	10.20
D.1 ESBE Prime Contract Program	10	10	10	10	10	10	10	0	10	10	10	10	10	10	0	0	10	0	0	0	10	0	0	10	0	10	0	10
D.2 MWBE Prime Contract Program	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	10	0	0	10	10	0	10	0	0	0	0
Total Score	100	97.20	95.60	95.60	91.40	90.40	88.00	87.40	84.60	82.20	81.60	81.40	80.20	80.20	76.60	73.40	73.40	73.20	72.00	68.60	67.60	66.80	66.40	64.80	64.40	63.40	61.20	53.00
RANK	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	

**On-Call Geotechnical and Material Testing (TCI)** - Department issued a Request for Qualifications to provide on-call material testing services.

- Solicitation Type: RFQ
- Number of Respondents: 13
- Contract Value: \$1 Million per term; not to exceed \$3 Million
- Number of Contracts Awarded: 10
- Term of Contract: 2 years with 2, 2 year options
- Tentative Council Date: June 15, 2017
- Evaluation Criteria:
  - Background, Experience and Qualifications of Prime Firm, Key Personnel and Key Subcontractors – 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;
- Subcontracting Requirements: 10% DBE
- Local Preference and VOSB: Not Applicable
- Voting Committee Members: David Chumchal, Construction Inspection Supervisor; LeAnn Lindquist-Thome, Project Control Manager; Richard Grochowski, Interim Assistant City Engineer; Bianca Thorpe, Senior Engineer; Courtney McClure, Senior Management Analyst

RFQ: On-Call Geotechnical & Material Testing Services	Summary Scoring													
		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, including Co-Respondent, Joint Venture	45	42.20	42.00	37.20	37.60	37.20	35.60	35.60	31.60	33.80	35.00	32.40	27.80	26.00
B. Proposed Management Plan	45	40.80	40.60	38.20	37.20	37.00	37.60	34.80	36.40	33.60	33.80	31.80	31.20	30.80
C. Team's Experience with San Antonio Region Issues & past experience with City of San Antonio contracts	10	9.20	9.20	8.20	8.40	7.20	7.40	8.20	7.40	7.20	5.80	5.40	5.40	3.20
<b>TOTAL SCORE</b>	<b>100</b>	<b>92.20</b>	<b>91.80</b>	<b>83.60</b>	<b>83.20</b>	<b>81.40</b>	<b>80.60</b>	<b>78.60</b>	<b>75.40</b>	<b>74.60</b>	<b>74.60</b>	<b>69.60</b>	<b>64.40</b>	<b>60.00</b>
<b>RANK</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>

**On-Call Environmental Consulting Services (TCI)** - Department issued a Request for Qualifications to provide on- call environmental consulting services with multiple contracts.

- Solicitation Type: RFQ
- Number of Respondents:16
- Contract Value: \$2.4 Million
- Number of Contracts Awarded: 5
- Term of Contract: 1 year with 3, 1 year options
- Tentative Council Date: June 15, 2017
- Evaluation Criteria:
  - Experience and Qualifications of Respondent's Firm, Key Personnel and Key Subcontractors – 45 points;
  - Proposed Management Plan – 35 points;
  - Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts – 20 points
- Subcontracting Requirements: 10% DBE
- Local Preference and VOSB: N/A
- Voting Committee Members: Christie Chapman, TCI Assistant Director; Eric Salazar, Senior Engineer; Pat Schneider, Landscape Architect; Leticia Arzate, Senior Environmental Project Manager; Alice London, Environmental Project Manager

RFQ: On-Call Environmental Consulting 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	Firm 14	Firm 15	Firm 16
A. Experience and Qualifications of Respondent's Firm/Team, Key personnel and Key Sub-Consultants	45	42.20	37.00	37.40	35.40	37.00	38.20	29.40	28.40	29.20	28.00	27.00	24.40	25.20	21.80	22.80	19.20
B. Team's Experience with San Antonio Region Issues and past experience with City of San Antonio contracts	20	19.20	13.60	14.00	15.40	13.80	6.00	11.20	12.00	9.60	11.00	11.00	11.00	15.00	11.20	10.60	8.80
C. Proposed Management Plan	35	31.40	28.80	26.80	25.80	25.80	29.40	23.40	22.80	23.20	22.60	18.60	20.80	13.00	19.00	17.20	14.00
<b>TOTAL SCORE</b>	<b>100</b>	<b>92.80</b>	<b>79.40</b>	<b>78.20</b>	<b>76.60</b>	<b>76.60</b>	<b>73.60</b>	<b>64.00</b>	<b>63.20</b>	<b>62.00</b>	<b>61.60</b>	<b>56.60</b>	<b>56.20</b>	<b>53.20</b>	<b>52.00</b>	<b>50.60</b>	<b>42.00</b>
<b>RANK</b>		<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>	<b>9</b>	<b>10</b>	<b>11</b>	<b>12</b>	<b>13</b>	<b>14</b>	<b>15</b>	<b>16</b>

Due diligence conducted for the respondents to the above solicitations included 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 recommends committee approval to proceed with scheduling these items for full City Council consideration.