



City of San Antonio

Agenda Memorandum

File Number: 17-2864

Agenda Item Number: 9.

Agenda Date: 5/25/2017

In Control: City Council Special Meeting

DEPARTMENT: Transportation & Capital Improvements

DEPARTMENT HEAD: Mike Frisbie, P.E.

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

On-Call Professional Service Agreements for Construction Inspection Services for Federally Funded Projects

SUMMARY:

An ordinance authorizing the execution of two On-Call Professional Service Agreements with Foster CM Group, Inc. and IDCUS, Inc., each in the amount not-to-exceed \$450,000.00 per year for a term of one year with one additional one-year extension option to provide On-Call Construction Inspection Services for federally funded projects.

BACKGROUND INFORMATION:

Project Background

For FY 2017, City Council approved the acceptance of \$1,700,000.00 in federal funds from a Community Development Block Grant (CDBG) to complete infrastructure in the EastPoint Neighborhood and accepted \$400,000.00 in CDBG funds for the REnewSA Catalytic Investment. In support of these programs, Transportation & Capital Improvements (TCI) will assist in the delivery of infrastructure projects in specifically identified areas. These professional services may be utilized as needed during the execution of federally funded projects. Previously, TCI contracted with two consultants that provided On-Call Construction Inspection Engineering Services for federally funded projects and those contracts expired in May 2017.

These professional services may be utilized as needed during the execution of federally funded projects, allowing consultants to commence services immediately upon the City's recognition of the requirement for

services. Due to the large number of construction projects that are planned, requesting these professional service agreements for construction inspection services ensures that staff will have the ability to assign professional services task orders without project delays.

Procurement of Services

A Request for Qualifications (RFQ) was released in January 2017. This RFQ was advertised in the San Antonio Hart Beat, on the City's website and the Texas Electronic State Business Daily in January 2017. Responses were due on February 10, 2017 and eleven (11) firms responded. A selection committee, consisting of representatives from TCI evaluated, scored and ranked the submissions. Scoring was based on the published evaluation criteria, which included Experience and Qualifications of Prime Firm and Key Sub-Consultants, Understanding of the Project and Proposed Management Plan, and Team's Experience with San Antonio Region issues.

Federally funded projects utilizing DBE Good Faith Effort Plan are excluded from the SBEDA Ordinance as these contracts will be awarded in compliance with the U.S. Department of Housing and Urban Development's Section 3 program which requires economic opportunities be directed to low-income persons and businesses. Under the Section 3 program, three percent of the total dollar amount of all non-construction Section 3 covered contracts shall be awarded to Section 3 businesses. The Office of Grants Monitoring and Administration will review and approve a Section 3 Utilization Plan submitted by the Respondent prior to the commencement of contract activity, as required by HUD funding requirements and DBE Good Faith Effort Plan. Reporting of actual activity will be required on a monthly basis until project completion.

Discretionary disclosure forms for each of these firms are attached.

ISSUE:

This ordinance authorizes the execution of two On-Call Professional Services Agreements with Foster CM Group, Inc. and IDCUS, Inc., each in the amount not-to-exceed \$450,000.00 per year for a term of one year with one additional one-year extension option to provide On-Call Construction Inspection Services for federally funded projects.

The purpose of these contracts will be to improve efficiency and expedite delivery and completion of street and sidewalk projects and services are not limited to but may include:

- Monitor and document job site safety.
- Conduct daily observation of construction work for compliance with approved contract drawings/plans, specifications, requests for information, change order proposals, approved submittals and shop drawings.
- Provide documentation ensuring all labors and mechanics, prime and subcontractors, working on federally funded adhere to the Davis Bacon Act and all Related Acts.
- Coordinate and monitor material testing.
- Assist the project manager in resolving construction issues.
- Issue field directives and field orders when needed to expedite work and document direction given to contractor.
- Stay current in codes and regulations applicable to design and construction.
- Assist the project manager in the 1-year warranty process.

Requirements for each task shall be detailed in the individual scope of work assigned. In the event additional services are required outside the scope of any work order, the scope of services and any additional fees related to these services shall be agreed upon by the City of San Antonio and the Consultant in writing and in advance

of these services being performed by the Consultant. Potential funding sources include, but are not limited to, Community Development Block Grants/HUD 108 (REnew SA Strategic Catalytic projects and EastPoint Promise Zone projects), Federal Highway Administration (FHWA), and other potential federal funding sources.

ALTERNATIVES:

In review of potential alternatives, City staff has determined that awarding these two On-Call agreements for construction inspection services is in the best interest of the City. An alternate option would be to submit another request for qualifications (RFQ) and select firms based on qualified experience in working with similar projects. However, firms currently recommended through this selection process have excellent qualifications.

FISCAL IMPACT:

Requirements for each task shall be detailed in the individual work orders assigned. Potential funding sources include, but are not limited to, Community Development Block Grants/HUD 108 (REnew SA Strategic Catalytic projects and EastPoint Promise Zone projects), Federal Highway Administration (FHWA), and other potential federal funding sources.

If funding for any work activities has not been previously appropriated, funding will be identified and appropriated through subsequent City Council action.

RECOMMENDATION:

Staff recommends approval of this ordinance, authorizing the execution of On-Call Inspection Services Agreements with Foster CM Group, Inc. and IDCUS, Inc., for construction inspection services associated with federally funded projects.