City of San Antonio

Agenda Memorandum

File Number:18-2641

Agenda Item Number: 27.

Agenda Date: 5/31/2018

In Control: City Council A Session

DEPARTMENT: Transportation & Capital Improvements

DEPARTMENT HEAD: Mike Frisbie, P.E.

COUNCIL DISTRICTS IMPACTED: City Wide

SUBJECT:

Program Management Services for the Street Maintenance & Capital Improvement Programs

SUMMARY:

An ordinance authorizing the execution of three On-Call Program Management Services with Foster CM Group, Inc., Civil Engineering Consultants., and 6S Engineering, Inc., each in the amount of not to exceed $750,000 per year for a term of one year, with one additional one-year option to provide as needed on-call engineering & inspection services for the City's Street Maintenance & Capital Improvement Programs.

BACKGROUND INFORMATION:

Project Background

City Council approved $99 million in the FY 2018 Budget to complete both in-house and contract street maintenance projects. This was an increase of funding in the amount of $35 million above the $64 million provided the previous two fiscal years for street maintenance. In addition, on May 6, 2017, voters approved the $850 million 2017-2022 Bond Program.

These contracts will provide staff augmentation that will provide construction engineering and inspection services to successfully deliver the street maintenance and potentially some bond projects. TCI continues to improve efficiency and this capacity ensures that staff has the ability to advance capital improvement projects without delay.

Procurement of Services

A Request for Qualifications (RFQ) was released on December 18, 2017. This RFQ was advertised on the City's website and the Texas Electronic State Business Daily and through TCI on December 18, 2017. Responses were due on January 23, 2018. Nine submittals were received for the RFQ. A selection committee, consisting of representatives from TCI evaluated, scored and ranked the submissions of the firms. Scoring was based on the published evaluation criteria, which included evaluation of background, experience and qualifications of Prime Firm, project management plan, team's experience with San Antonio regional issues, past experience with City of San Antonio contracts and participation in the SBE and M/WBE Prime Contract Program.

These contracts will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of emerging, small, minority, and women-owned business participation on the contract. The Goal Setting Committee established the following criteria: Small Business Enterprise Prime Contract Program (5 points) and Minority/Women-Owned Prime Contract Program (10 points) also, there were requirements of twenty-three (23%) percent M/WBE Subcontracting and three (3%) percent AABE Subcontracting. Each firm committed to meeting the M/WBE & AABE subcontracting goals.

ISSUE:

An ordinance authorizing the execution of three On-Call Program Management Services Agreements with Foster CM Group, Inc., Civil Engineering Consultants., and 6S Engineering, Inc., each in the amount of not to exceed $750,000 per year for a term of one year, with one additional one-year extension option to provide as needed on-call engineering & inspection services for the City's Street Maintenance and potentially some bond projects.

The utilization of these services will be determined by the project needs, size and time sensitivity of each individual project, as determined by the TCI project management staff. Services to be provided under this agreement may include, but are not limited to the following:

1. Providing site observation and inspection services on behalf of City of San Antonio staff;
2. Conducting daily observation of construction and submit reports outlining activity and potential issues with adherence to contract documents and required regulations;
3. Coordinating and monitoring construction material and/or equipment testing, and other systems or functional performance testing; and
4. Interfacing with and providing support to the Owner, representatives, user operations, design professionals, contractors, utilities, and regulatory agencies, to assist with resolution of construction phase conflicts.
5. Provide construction engineering and construction management services.

On-Call services allow for the immediate execution of work, as opposed to soliciting for these services on a per-project basis. Consultants will be paid based on the tasks they perform for each specific project.

ALTERNATIVES:

City Council could choose not to award this contract and require staff to re-advertise. Considering the additional time required for another solicitation process, this would adversely affect the timely completion of

the project.

FISCAL IMPACT:

Each of these three agreements shall have a value not to exceed $750,000 per firm per contract year for a one-year term with option to renew each agreement for one additional one-year extension. Each renewal of the respective agreements shall be for the same terms and conditions. No funds are appropriated by this action. Expenditures for these services are subject to available funding and are authorized by individual project budgets within the City's Street Maintenance Program (SMP) at the time work is requested or project funds are appropriated through ordinance. The City will make no minimum guarantee pertaining to the volume of work which may be expected from each consultant.

RECOMMENDATION:

Staff recommends approval of this ordinance authorizing the execution of three on-call Program Management Services contracts with Foster CM Group, Inc., Civil Engineering Consultants., and 6S Engineering, Inc. each in an amount not to exceed $750,000 per year for a term of one year, with one additional one-year extension to provide as needed on-call engineering & inspection services for the City's Street Maintenance & Capital Improvement programs.