



# City of San Antonio

## Agenda Memorandum

**File Number: 21-1023**

---

**Agenda Item Number: 5.**

**Agenda Date: 1/19/2021**

**In Control: Audit and Accountability Committee**

---

**CITY OF SAN ANTONIO  
PUBLIC WORKS DEPARTMENT  
Interdepartmental Correspondence**

**TO:** Erik Walsh, City Manager

**FROM:** Razi Hosseini, P.E., R.P.L.S., Director/City Engineer, Public Works Department

**COPIES:** Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Roderick J. Sanchez, AICP, CBO, Assistant City Manager; Luis Maltos, Assistant Director, Public Works Department; Troy Elliott, CPA, Deputy Chief Financial Officer

**SUBJECT:** Consideration of High-Profile Solicitation for Release

**DATE:** January 19, 2021

The following high-profile solicitation is scheduled to be released next month.

**On-Call Mechanical Electrical and Plumbing (MEP) Engineering Services** - Public Works Department will issue a Request for Qualifications (RFQ) for On-Call MEP Engineering Services for firms to provide on-call or as needed professional mechanical, electrical and plumbing engineering services related to departmental and citywide construction projects. Scope of services may include but are not limited to design services such as assessment and evaluation of facility mechanical, electrical and plumbing systems; construction phase services such as site visits to confirm the amount and quality of work and perform inspections; and project close-out and warranty follow-up services.

Department: Public Works

Solicitation Type: Request for Qualifications

Contracts Value: \$4.8 Million (may result in multiple contracts)

Term of Contracts: 1 year with 3, 1-year renewal options

Release Date: February 1, 2021

Closing Date: March 19, 2021

Proposed Council Date: June 2021

Contact Information: Razi Hosseini, P.E., R.P.L.S., Director/City Engineer, Public Works Department

Evaluation Criteria: Experience, Background and Qualifications, Key Personnel, and Key Sub-Consultants:  
45 points

Understanding of the Project and Proposed Management Plan: 35 points  
Teams Experience with San Antonio Issues and Past Experience with City of San Antonio Contracts: 20 points

SBEDA Requirement: 26% M/WBE Subcontracting Requirement

Local Preference Program: Not Applicable

Veteran Owned Small Business Preference Program: Not Applicable

Voting Members: David McCary, Assistant City Manager, City Manager's Office  
Gopi Akalkotkar, City Architect, Public Works Department  
Robert Garcia, Interim Capital Programs Manager, Public Works Department  
Cathleen Crabb, Architect, Public Works Department  
Ron Griego, Facilities Administrator, Building and Equipment Services Department