



# City of San Antonio

## Agenda Memorandum

**File Number:** 15-5095

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**Agenda Item Number:** 28.

**Agenda Date:** 1/28/2016

**In Control:** City Council A Session

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**DEPARTMENT:** Transportation & Capital Improvements

**DEPARTMENT HEAD:** Mike Frisbie, P.E.

**COUNCIL DISTRICT(S) IMPACTED:** City Wide

**SUBJECT:**

Contract Award: (Professional Services) Project Scoping and Cost Estimating Services for the Proposed 2017-2022 General Obligation Bond Program.

**SUMMARY:**

An Ordinance authorizing the execution of two Professional Service Agreements with Maestas & Associates, Inc. and Pape-Dawson Engineers, Inc., for services related to scoping and estimating potential projects for the Proposed 2017-2022 General Obligation Bond Program in an amount not to exceed \$200,000.00 per contract, with available funds from the adopted FY 2016 Capital Improvements Budget.

**BACKGROUND:**

For the 2012-2017 General Obligation Bond, Transportation & Capital Improvements (TCI) awarded two Professional Service Agreements through Ordinance 2011-01-20-0035, in the amount of \$250,000.00 per contract. These consultants provided scoping and estimating for a total of 60 key projects, which equated to a total of \$338,000.00 for the bond program.

TCI is three years into the 2012-2017 General Obligation Bond Program and on track for substantial completion by May 2017.

As part of the review and analysis phase, scoping and estimating will be significant factors when reviewing and identifying projects for the 2017-2022 General Obligation Bond Program which is planned to be taken before the voters in May 2017.

## Procurement of Services

In preparation for the 2017-2022 Bond Program, a Request for Qualifications (RFQ) for Project Scoping & Cost Estimating Services was released July 13, 2015 with a Pre-Submittal conference held on July 22, 2015, with a submittal deadline of August 14, 2015. Fourteen firms responded and submitted their Statement of Qualifications (SOQ). A selection committee, made up of City staff from TCI, evaluated and scored the SOQs based on the published evaluation criteria, which included Background, Experience and Qualifications of Prime Firm, Key Personnel and Key Sub-consultants including Co-Respondent, Joint Venture Party or Partner; Proposed Management Plan and Team's Experience with San Antonio Region issues and past experience with City of San Antonio contracts and Commitment to the Small Business Economic Development Advocacy (SBEDA) policy also was taken into consideration and scored.

Based on the evaluations and rankings made in the selection process, staff recommends that contracts be awarded to Maestas & Associates, Inc. and Pape-Dawson Engineers. Both firms have committed to meeting a 4% Small Business Enterprise subcontracting goal. Maestas & Associates, Inc. is also a Small, Minority-Owned business.

These contracts were developed utilizing a formal request for qualifications and proposal process; therefore, are required by the Ethics Ordinance. Discretionary Contracts Disclosure Forms are included herein as attachments.

### **ISSUE:**

This ordinance authorizes the execution of two On-Call Professional Service Agreements with Maestas & Associates, Inc. and Pape-Dawson Engineers, Inc., for the Proposed 2017-2022 General Obligation Bond Program in an amount not to exceed \$200,000.00 per contract, for services related to scoping and estimating with available funds from the adopted FY 2016 Capital Improvements Budget.

The information and estimates provided by these agreements will be utilized to evaluate potential projects for inclusion in the proposed 2017-2022 General Obligation Bond Program. Consultants will be paid based on the projects that they scope and estimate. However, the City will make no minimum guarantee pertaining to the volume of work that may be expected from each consultant.

Consultants will perform the tasks listed below:

1. Meet with City staff to determine the project scope for each project;
2. Evaluate the existing right-of-way, traffic, drainage, environmental, and any other issues that may affect the project;
3. Define the project scope and prepare cost estimates;
4. Provide the City a report that will include a map outlining the project limits, council district, project scope and estimated cost.

The purpose of these contracts will allow staff to begin the process of costing potential projects for the proposed 2017-2022 General Obligation Bond Program. Coordination with City Council on the 2017-2022 General Obligation Bond Program process and potential projects will continue over the length of these contracts. One project from each Council District has already been identified for scoping and estimating and includes:

<b>Council District Project</b>
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1	Keystone Neighborhood Streets
2	Houston St. New Braunfels to AT&T Center
3	Hot Wells - South Presa to South New Braunfels
4	Marbach - Loop 410 to Ellison
5	Probandt - Steves to South Alamo
6	Military Drive - Reed to Potranco
7	Seeling Channel Phase III
8	Prue Road (Babcock to Laureate)
9	Evans Road Turn Lanes (281 to Frank Tejada Middle School)
10	Evans - Nacogdoches to Wagon

Additional projects will be scoped and estimated as TCI moves forward with the 2017-2022 General Obligation Bond Program.

**ALTERNATIVES:**

As an alternative, City Council could release a new RFQ for these services; however, this action will result in delaying work related to the proposed 2017-2022 General Obligation Bond Program.

**FISCAL IMPACT:**

This ordinance authorizes the execution of two On-Call Professional Services Agreements with Maestas & Associates, Inc. and Pape-Dawson Engineers each in the amount not to exceed \$200,000.00, for a total cost not to exceed \$400,000.00. Funds are available from the Capital Improvement Budget and were included as part of the FY 2016 Adopted Budget.

**RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing the execution of two Professional Service Agreements with Maestas & Associates, Inc. and Pape-Sawson Engineers, Inc. in an amount not to exceed \$200,000.00 per contract for project scoping and cost estimating services for the Proposed 2017-2022 General Obligation Bond Program.