



City of San Antonio

Legislation Details (With Text)

File #: 17-5453

Type: Misc - Professional Services
Agreements

In control: City Council A Session

On agenda: 11/2/2017

Title: An Ordinance authorizing the execution of two On-Call Capital Program Management Staff Augmentation Services Agreements, with WestEast Design Group, LLC and Q&A Diversified LLC each in the amount not to exceed \$500,000.00 per year per firm, for a term of one year with the option to extend for two additional years, under the same terms and conditions, to provide as-needed professional staff augmentation services for City-owned facilities and improvements, construction projects and planning projects located City-wide. [Peter Zanoni, Deputy City Manager; Mike Frisbie, Director, Transportation & Capital Improvements]

Sponsors:

Indexes:

Code sections:

Attachments: 1. Draft Ordinance, 2. Ordinance 2017-11-02-0855

Date	Ver.	Action By	Action	Result
11/2/2017	1	City Council A Session	adopted	Pass

DEPARTMENT: Transportation & Capital Improvements

DEPARTMENT HEAD: Mike Frisbie, P.E

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Contract Award: On-Call Capital Program Management Staff Augmentation Services

SUMMARY:

An ordinance authorizing the execution of two On-Call Capital Program Management Staff Augmentation Services Agreements, with West East Design Group, LLC and Q&A Diversified LLC each in the amount not to exceed \$500,000.00 per year per firm, for a term of one year with the option to extend for two additional years, under the same terms and conditions, to provide as-needed professional staff augmentation services for City-owned facilities and improvements, construction projects and planning projects located City-wide.

BACKGROUND INFORMATION:

Project Background

Transportation & Capital Improvements (TCI) currently contracts with Project Control of Texas, Inc. for On-Call Capital Program Management Staff Augmentation Services for the Henry B. Gonzalez Convention Center Expansion project. Augmentation Services provide City staff on an as needed basis on program, construction and design management, environmental and cultural assessments, project controls, office management, material testing, construction inspections and public relations. Staff augmentation services have proven a critical resource such that TCI finds it to be a useful tool for periods of high demand in construction management, peak levels of project management support and time-sensitive City projects in connection with City improvements and construction projects. Two firms are being proposed for City Council consideration and approval to provide On-Call Capital Program Management Staff Augmentation Services.

City departments such as Aviation, Building and Equipment Services, Convention Center, and the San Antonio Public Library, upon TCI recognition of the requirement for services, will likely utilize these services for planned construction projects on an immediate and/or as needed basis.

Procurement of Services

A Request for Qualifications (RFQ) was released on December 2, 2016. RFQ was advertised in the San Antonio Hart Beat, on the City's website, the Texas Electronic State Business Daily and through TCI on December 2, 2016. Responses were due on January 10, 2017. Thirteen qualified submittals were received in response to the RFQ. A selection committee consisting of representatives from TCI evaluated. Scoring was based on the published evaluation criteria which included evaluation of experience and qualifications of Prime Firm, key personnel and key sub consultants, understanding of the program services and proposed management plan, team's experience with San Antonio Region issues, past experience with City of San Antonio contracts and participation in ESBE and M/WBE Prime Contract Program.

This contract 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 small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the 20 evaluation points associated with the Emerging Small and Minority/Women-Owned Business Enterprise Prime Contract Program.

ISSUE:

This ordinance authorizes the execution of two On-Call Capital Program Management Staff Augmentation Services Agreements with West East Design Group, LLC and Q&A Diversified LLC to provide as-needed On-Call Capital Program Management Staff Augmentation Services in an amount not to exceed \$500,000.00 per year per firm, for a term of one year with the option to extend for two additional years.

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

- Program Management
- Construction Management
- Design Review/Management
- Project Controls

- Office Management

On-Call services allow for the immediate execution of work, as opposed to soliciting for these services on a per-project basis. TCI will utilize these professional services to expedite project delivery and completion.

Consultants will be paid based on the tasks they perform for each specific project. These professional services may be utilized as needed during the execution of City capital or planning projects.

ALTERNATIVES:

An alternative option is to submit a request for qualifications per individual project and select a firm based on their qualified experience in working with similar projects. To solicit for services on a per project basis would adversely affect the timely development of projects and funding.

FISCAL IMPACT:

Each of these agreements shall have a value not to exceed \$500,000.00 per firm per contract year for a one-year term with the option to extend for two additional years. 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 capital budgets 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 two On-Call Capital Program Management Staff Augmentation Services Agreements, with West East Design Group, LLC and Q&A Diversified LLC.