# City of San Antonio

## Legislation Details (With Text)

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| **File #:** | 19-7940 |
| **Type:** | Capital Improvements |
| **In control:** | City Council A Session |
| **On agenda:** | 12/5/2019 |
| **Title:** | Ordinance approving five agreements for on-call professional landscape architectural consulting services with Bender Wells Clark Design, Dunaway Associates, LP, Halff Associates, Inc., Terra Design Group, Inc. and Vickery & Associates, Inc., each in an amount not to exceed $400,000.00 per year. The term of the agreement is one year with optional one year extension. [Roderick Sanchez, Assistant City Manager; Razi Hosseini, Interim Director, Transportation & Capital Improvements] |
| **Sponsors:** | |
| **Indexes:** | |
| **Code sections:** | |
| **Attachments:** | 1. Bender Wells Disclosure Form.pdf, 2. Dunaway Disclosure Form.pdf, 3. Halff Disclosure Form.pdf, 4. Terra Design Disclosure Form.pdf, 5. Vickrey Disclosure Form.pdf, 6. Scoring Final Sheet.pdf, 7. Draft Ordinance, 8. Ordinance 2019-12-05-0980 |

| Date | Ver. | Action By | Action | Result |
|---|---|---|---|---|
| 12/5/2019 | 1 | City Council A Session | | |

**DEPARTMENT:** Transportation & Capital Improvements

**DEPARTMENT HEAD:** Razi Hosseini, P.E., R.P.L.S.

**COUNCIL DISTRICTS IMPACTED:** City Wide

**SUBJECT:**

Contract Award: On-Call Professional Landscape Architectural Consulting Services

**SUMMARY:**

An ordinance authorizing the execution of five on-call professional landscape architectural consulting services agreements with Bender Wells Clark Design, Dunaway Associates, LP, Halff Associates, Inc., Terra Design Group, Inc. and Vickery & Associates, Inc., each in an amount not to exceed $400,000.00 per year to provide as -needed professional landscape architectural consulting services for City-owned facilities, improvements, construction projects and planning projects located City wide. Each agreement is for a term of one year with an optional one year extension under the same terms and conditions.

**BACKGROUND INFORMATION:**



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Project Background

Transportation and Capital Improvements (TCI) assesses landscape architectural services for City-owned facilities, improvements, construction and planning projects through the use of on-call professional landscape architectural consulting services contracts. City department staff utilizes these on-call contracts on an as-needed basis for small and time-sensitive projects in connection with improvements and construction. The five on-call professional landscape architectural consulting services agreements with Bender Wells Clark Design, Dunaway Associates, LP, Halff Associates, Inc., Terra Design Group, Inc. and Vickery & Associates, Inc. will allow City department staff to continue use for current and future landscape architectural services.

Procurement of Services

A Request for Qualifications (RFQ) was released in September 4, 2019. RFQ was advertised in the San Antonio Hart Beat, on the City's website, the Texas Electronic State Business Daily, through TCI and Civcast. Responses were due on October 8, 2019. Ten qualified bids 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 background, experience and qualifications of Prime Firm, project management plan, team's experience with San Antonio Region issues, past experience with City of San Antonio contracts and participation in SBE 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 Small and Minority/ Women-Owned Business Enterprise Prime Contract Program with 20 evaluation preference points. Additionally, Goal Setting Committee also set a 22% Minority and/or Women-Owned Business Enterprise (M/WBE) subcontracting goal Bender Wells Clark Design, Dunaway Associates, LP, Halff Associates, Inc., Terra Design Group, Inc. and Vickery & Associates, Inc., have committed to 22% M/WBE subcontractor participation.

**ISSUE:**

This ordinance authorizes the execution of five on-call professional landscape architectural consulting services agreements with Bender Wells Clark Design, Dunaway Associates, LP, Halff Associates, Inc., Terra Design Group, Inc. and Vickery & Associates, Inc., each in an amount not to exceed $400,000.00 per year to provide as -needed professional landscape architectural consulting services for City-owned facilities, improvements, construction projects and planning projects located City wide. Each agreement is for a term of one year with an optional one year extension under the same terms and conditions.

The utilization of the professional landscape architectural consulting services will be determined by the size and time sensitivity of each individual project determined by TCI and 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:

- Park Master Planning and Development of Conceptual Design Plans
- Preparation of design plans that follow typical multiple phase process, yielding detailed plans and specifications (Construction Documents) related to the construction of grading and drainage improvements, basic hardscape and paving development, playground design, planting and irrigation improvements as well as improvements that enhance accessibility for those with disabilities



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- Design and Construction Coordination and Administration
- Coordination and Administration Assistance with permitting and code requirements
- Project management and cost estimating services as required per project needs

On-call services allow for the immediate execution of work. TCI will utilize these professional services to expedite project delivery and project 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 improvement 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:**

This ordinance authorizes the execution of five on-call professional landscape architectural consulting services agreements with Bender Wells Clark Design, Dunaway Associates, LP, Halff Associates, Inc., Terra Design Group, Inc. and Vickery & Associates, Inc., each in an amount not to exceed $400,000.00 per year to provide as -needed professional landscape architectural consulting services.

Each of these agreements shall have a value not to exceed $400,000.00 per firm per contract year for a one-year term with an optional one-year extension. Each renewal of the respective agreements shall be for the same terms and conditions. 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 five on-call professional landscape architectural consulting services agreements for City-owned facilities, improvements, construction projects and planning projects located city wide.


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