



City of San Antonio

Agenda Memorandum

File Number: 17-1397

Agenda Item Number: 5.

Agenda Date: 3/2/2017

In Control: City Council A Session

DEPARTMENT: Transportation & Capital Improvements

DEPARTMENT HEAD: Mike Frisbie, P.E.

COUNCIL DISTRICTS IMPACTED: City Wide

SUBJECT:

On-Call Professional Construction Inspection Services

SUMMARY:

An ordinance authorizing the execution of eight On-Call Construction Inspection Services Agreements with: Sunland Group, Inc., Dean Consulting Group, PLLC, Foster CM Group, Inc., Lackey de Carvajal Cx, Straight Line Management, LLC, AG/CM Inc., Jasmine Engineering, Inc., and WestEast Design Group, each in the amount of not to exceed \$500,000.00 per year for a term of one year, with two additional one-year extension options to provide as needed On-Call Construction Inspection Services for City Capital Improvement projects.

BACKGROUND INFORMATION:

Project Background

Currently the Transportation & Capital Improvements (TCI) contracts with four consultants that provide on-call Construction Inspection services for the City. The consultants are Foster CM Group, Inc., Civil Engineering Consultants, Inc., Jasmine Engineering, Straight Line Management, and AG/CM, Inc. These consultants are used on an as-needed basis in connection with capital improvements and construction projects. The current contracts with these four firms will expire in March 2017.

City departments such as Building and Equipment Services, the San Antonio Public Library, Aviation, the Convention Center and TCI upon recognition of the requirement of services to improve the quality of projects, continue to utilize these services for planned construction projects on an immediate and as needed basis. Due to increased use of construction inspection services and the anticipated 2017 Bond Program, TCI is

recommending the City contract with eight firms rather than four. 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 November 14, 2016. This RFQ was advertised in the San Antonio Hart Beat, on the City's website, and the Texas Electronic State Business Daily and through TCI on November 15, 2016. Responses were due on November 30, 2016. Eleven bids were received for the RFQ. A selection committee, consisting of representatives from TCI evaluated, scored and ranked the submissions; representatives from the CMO and Audit Departments participated as witness to the selection of 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 SBE 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: Emerging Small and Minority/Women-Owned Business Enterprise Prime Contract Program, with 20 evaluation points awarded to Sunland Group, Inc., Dean Consulting Group, Lackey de Carvajal Cx, and Straight Line Management and 10 points to Foster CM Group, AG/CM Inc., Jasmine Engineering, Inc., and West East Design Group.

ISSUE:

This ordinance authorizes the execution of eight On-Call Construction Inspection Services Agreements with Sunland Group, Inc., Dean Consulting Group, PLLC, Foster CM Group, Inc., Lackey de Carvajal Cx, Straight Line Management, LLC, AG/CM Inc., Jasmine Engineering, Inc., and West East Design Group, to provide as-needed On-Call Construction Inspection Services in an amount of not to exceed \$500,000.00 per year per firm for a term of one year, with two additional one-year extension options to provide as needed On-Call Construction Inspection Services for City Capital Improvement 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 services on behalf of City of San Antonio staff;
2. Coordinating with COSA facilities and operations when utility outages, noise control, traffic control or security is required by the work;
3. Conducting daily observation of construction and submit reports outlining activity and potential issues with adherence to contract documents and required regulations;
4. Coordinating and monitoring construction material and/or equipment testing, heating, ventilation, and air conditioning (HVAC) air test, balancing and commissioning and other systems or functional performance testing; and
5. 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.

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 may choose to deny this request and require a solicitation of Request for Qualifications on a per project basis. However, doing so would adversely affect the timely development of projects and funding.

FISCAL IMPACT:

Each of these eight agreements shall have a value not to exceed \$500,000.00 per firm per contract year for a one-year term with option to renew each agreement for two one-year extensions. 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 eight on-call Construction Inspection services contracts with Sunland Group, Inc., Dean Consulting Group, PLLC, Foster CM Group, Inc., Lackey de Carvajal Cx, Straight Line Management, LLC, AG/CM Inc., Jasmine Engineering, Inc., and West East Design Group.