



# City of San Antonio

## Agenda Memorandum

**File Number:**17-1640

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**Agenda Item Number:** 13.

**Agenda Date:** 3/2/2017

**In Control:** City Council A Session

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**DEPARTMENT:** Parks and Recreation

**DEPARTMENT HEAD:** Xavier D. Urrutia

**COUNCIL DISTRICTS IMPACTED:** City Wide

### **SUBJECT:**

On-Call Professional Services Agreements for Design of the Howard W. Peak Greenway Trails System

### **SUMMARY:**

This ordinance authorizes two (2) on-call professional services agreements with Bain Medina Bain, Inc. in an amount not to exceed \$2,000,000.00 and Terra Design Group, Inc. in an amount not to exceed \$1,100,000.00 for architectural and engineering design services for the Howard W. Peak Greenway Trails System for a period of three years from the date of execution, with an option to extend the agreements for an additional two years.

### **BACKGROUND INFORMATION:**

The proposed professional services agreements provide architectural and engineering design services permit preparation, bidding assistance, and construction administration for projects to be included in the Howard W. Peak Greenway Trails System. This Trails System has been funded through a portion of a 1/8-cent voter-approved sales tax since its inception in 2000. The consultants' scopes of work will also include recommendations for design enhancements and Low Impact Development (LID) water quality features as outlined in the scope of the 2015 Sales Tax Initiative. The objectives of the program are to acquire and preserve open space along San Antonio creekways and to develop multi-use hike and bike trails, trailheads, enhancements, signage, and associated amenities for use by San Antonio residents and visitors.

A Request for Qualifications (RFQ) was released in September 2016. This RFQ was advertised in the San Antonio Hart Beat, on the City's website and the Texas Electronic State Business Daily in September 2016 and October 2016. Responses were due on October 26, 2016. Nine (9) firms responded to the RFQ. The proposals

were evaluated and ranked by a selection committee consisting of representatives from the Parks and Recreation, Transportation and Capital Improvements (TCI) and Economic Development (EDD) Departments, and the San Antonio River Authority (SARA). Scoring was based on the published evaluation criteria, which included: Background and Experience, Experience with Texas Regional Issues, City of San Antonio contracts on similar projects, Understanding of the Project, Proposed Management Plan, and participation in SBE Prime Contract Program.

These agreements 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 agreement in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Emerging Small Business Enterprise (ESBE) and Minority/ Women-Owned Business Enterprise (M/WBE) Prime Contract Program with twenty (20) evaluation preference points total. Ten (10) evaluation preference points were awarded to Bain Medina Bain, Inc., as they are a certified M/WBE firm located within the San Antonio Metropolitan Statistical Area (SAMSA) and ten (10) evaluation preference points were awarded to Terra Design Group, Inc., as they are a certified ESBE firm located within the SAMSA.

Additionally, the Goal Setting Committee set a 16% Minority/Women Business Enterprise (M/WBE) subcontracting goal and a 1% African American Business Enterprise (AABE) subcontracting goal. Bain Medina Bain, Inc. and Terra Design Group Inc. have committed to 16% M/WBE and 1% AABE subcontractor participation.

Based on the evaluations and rankings made in the selection process, staff recommends selection of Bain Medina Bain, Inc. and Terra Design Group, Inc. to be awarded on-call professional services agreements for design, permit preparation, bidding assistance, and construction administration.

These agreements were developed utilizing a formal request for qualifications and proposal process; therefore, as required by the Ethics Ordinance, a Contracts Disclosure Form is included herein as an attachment.

## **ISSUE:**

This ordinance authorizes two (2) on-call professional services agreements for Linear Greenway Trails Projects for architectural and engineering design, permit preparation, bidding assistance, and construction administration. These agreements provide for design of Linear Creekway Parks (Greenway Trails) projects, which generally include development of multi-use hike and bike trails, trailheads, signage and associated amenities for use by San Antonio residents and visitors.

Approval of this ordinance will be a continuation of City Council policy to complete projects authorized in the FY 2017-2022 Capital Improvement Plan (CIP).

## **ALTERNATIVES:**

City Council could choose not to execute these agreements and require staff to re-advertise these projects. Considering the additional time required for another solicitation process, this would adversely affect the timely completion of the projects.

## **FISCAL IMPACT:**

The agreements shall have a value not to exceed \$2,000,000.00 for Bain Medina Bain, Inc. and a value not to exceed \$1,100,000.00 for Terra Design Group, Inc. No funds are appropriated by this action. Expenditures for these services are subject to available funding and are authorized by individual project budgets at the time work is requested or funds are appropriated through ordinance. The City makes no minimum guarantee pertaining to the volume of work expected to be performed by the consultants.

**RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing the execution of two (2) on-call professional services agreements for the Design of the Howard W. Peak Greenway Trails System.