



City of San Antonio

Agenda Memorandum

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Agenda Date: 2/21/2017

In Control: Audit Committee

CITY OF SAN ANTONIO
PLANNING & COMMUNITY DEVELOPMENT
AUDIT COMMITTEE
INTERDEPARTMENTAL MEMO

TO: Sheryl Sculley, City Manager

FROM: Bridgett White, Director, Department of Planning & Community Development

COPY: Audit Committee; Peter Zaroni, Deputy City Manager; Ben Gorzell, CPA, Chief Financial Officer; Troy Elliott, CPA, Deputy Chief Financial Officer; Kevin Barthold, City Auditor

SUBJECT: Post-Solicitation Briefing for SA Tomorrow Area Planning Services

DATE: February 21, 2017

The solicitation process has been completed for the SA Tomorrow Area Planning program which will result in the development of the first six master plans throughout the City of San Antonio. The Planning program will implement the land use framework of the SA Tomorrow Comprehensive Plan.

The City's SA Tomorrow Comprehensive Plan emphasizes the need to strategically focus employment and housing growth in the City's thirteen Regional Centers and align land use planning and infrastructure investment with economic development. These centers will be planned to offer a wide variety of employment-oriented uses, sites, infrastructure and amenities. Some also can be developed into vibrant, mixed-use areas that offer the live-work-play environments that are attracting development and businesses nationally, but are lacking in San Antonio. This project will consist of a significant community outreach effort; an "Areas of Change" and "Areas of Stability" analysis; development of a land use plan; an Infrastructure and Amenity Improvement Plan; and an Implementation Action Plan.

The value of this contract is \$1,045,000 for a two-year term with two, one-year renewal options. The high-level scope of services includes an Areas of Change/Stability Analysis; Land Use Plan Development; Infrastructure and Amenity Improvement Strategy; an Implementation Plan; and a Public Engagement Strategy for each of the six areas. The evaluation criteria applied to this RFQ was based on a 100 point scale: 35 points allotted for Experience, Background & Qualifications; 30 points allotted for Proposal Plan; 10 points allotted for Small Business Enterprise and 10 points allotted for Minority/Women-Owned Business Enterprise Prime

Contract Programs; 10 points allotted for Local Preference Program; and 5 points allotted for Veteran Owned Small Business Preference Program.

On November 14, 2016, the RFQ was released to select a qualified and experienced contractor(s) to collaborate with the Department of Planning & Community Development on the development of the first six master plans. The RFQ was advertised in the San Antonio Express-News and on the City's website on November 14, 2016. Responses were due on December 16, 2016, and four (4) firms responded to the RFQ. It should be noted that one firm was deemed non-responsive for failing to meet the Minority/Women-Owned Business Enterprise subcontracting program. A selection committee consisting of Executives from the Department of Planning & Community Development; the Office of Sustainability; the Parks and Recreation Department; the Development Services Department; VIA Metropolitan Transit; Alamo Architects (local architecture firm); and a neighborhood association representative evaluated and ranked the submissions.

The selection committee evaluated and scored the proposals based on the published criteria, which included experience, background, qualifications, proposed plan, SBEDA Program, Local Preference program, and the Veteran-Owned Small Business Preference program. Initial discussion and evaluation was conducted on January 27, 2017 and it was determined to interview all Respondents. Interviews were conducted on February 1, 2017.

This item is tentatively scheduled for Council consideration on March 23, 2017.