



# City of San Antonio

## Agenda Memorandum

**File Number:** 17-2809

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**Agenda Item Number:** 8.

**Agenda Date:** 5/25/2017

**In Control:** City Council Special Meeting

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**DEPARTMENT:** Transportation & Capital Improvements

**DEPARTMENT HEAD:** Mike Frisbie, P.E.

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Contract Award: On-Call Structural Design Services

### **SUMMARY:**

An ordinance authorizing the execution of five On-Call Structural Design Services, with Alpha Consulting Engineers, Inc., Intelligent Engineering Services, LLP, RSCR, Inc., LNV, Inc., and Structural Engineering Associates, Inc., each in the amount not to exceed \$200,000.00 per year to provide as-needed Structural Design Services for City-owned facilities and improvements, construction projects and planning projects located City-wide, for a term of one year, with the option to renew each agreement for three, one year extensions, under the same terms and conditions at the City's discretion.

### **BACKGROUND INFORMATION:**

#### Project Background

Currently the Transportation & Capital Improvements (TCI) contracts with three consultants that provide on-call Structural Engineering services for the City. The consultants are Alpha Consulting Engineers, Inc., Intelligent Engineering Services, LLP and RSCR, Inc. These consultants are used on as-needed basis on small projects and for time-sensitive City projects in connection with City improvements and construction projects.

City departments such as Building and Equipment Services, Library, Aviation, Convention and Sports Facilities, and TCI upon recognition of the requirement of services, continue to utilize these services for planned construction projects on an immediate and as per needed bases. TCI continues to improve efficiency and requires additional capacity on agreements. This capacity ensures that staff has the ability to augment additional capital improvement projects without delay as needed.

### Procurement of Services

A Request for Qualifications (RFQ) was released on February 15, 2017. This RFQ was advertised in the San Antonio Hart Beat, on the City's website, and the Texas Electronic State Business Daily in February 2017. Responses were due on March 14, 2017. Ten bids were received for the RFQ's. A selection committee, consisting of representatives from TCI evaluated, scored and ranked the submissions. 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.

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 applied 10 Small Business Enterprise and 10 Minority/Women-Owned Business Enterprise evaluation points. A M/WBE Sub-Contracting goal of 19% was also applied.

### **ISSUE:**

This ordinance authorizes the execution of five On-Call Structural Design Services, with Alpha Consulting Engineers, Inc., Intelligent Engineering Services, LLP, RSCR, Inc., LNV, Inc., and Structural Engineering Associates, Inc., each in the amount not to exceed \$200,000.00 per year to provide as-needed Structural Design Services for City-owned facilities and improvements, construction projects and planning projects located City-wide, for a term of one year, with the option to renew each agreement for three, one year extensions, under the same terms and conditions at the City's discretion.

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:

1. Pre-Design Services to assess and evaluate structural systems such as slabs, retaining walls, and building frames
2. To determine if modifications or replacement to existing elements are necessary
3. Development of a preliminary budget and schedules
4. General design services to include the development of contract documents tailored to the selected delivery method utilizing approved preliminary design documents and cost estimates
5. Construction phase services and project close-out and warranty follow-up services.

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 \$200,000.00 per firm per contract year for a term of one year, with an option to renew each agreement for three, 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 five on-call Structural Design services contracts with Alpha Consulting Engineers, Inc., Intelligent Engineering Services, LLP, RSCR, Inc., LNV, Inc., and Structural Engineering Associates, Inc.