



City of San Antonio

Agenda Memorandum

File Number: 18-3047

Agenda Item Number: 3.

Agenda Date: 4/26/2018

In Control: Audit and Accountability Committee

CITY OF SAN ANTONIO FINANCE DEPARTMENT Interdepartmental Correspondence

TO: Sheryl Sculley, City Manager

FROM: Troy Elliott, CPA, Deputy Chief Financial Officer, Finance Department
Kevin Barthold, City Auditor

COPIES: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Norbert Dziuk, Procurement Operations Lead; Russell J. Handy, Aviation Director; Mike Frisbie, P.E., TCI Director/City Engineer

SUBJECT: Consideration of Completed High Profile Solicitations

DATE: April 26, 2018

The following high profile projects have completed the solicitation process. These items are presented to the Audit and Accountability Committee for review prior to full City Council for consideration

Program Management Services for the Street Maintenance Program - Department issued a Request for Qualifications for firms to provide construction inspections and construction engineering services on an as-needed basis for time sensitive situations in connection with City improvements and construction projects. TCI will utilize these services to expedite delivery and completion of city horizontal projects; primarily projects associated with the Infrastructure Management Program

- Solicitation Type: Request for Qualifications
- Number of Respondents: 9
- Contract Value: \$750,000 annually / \$1.5million total
- Number of Contracts Awarded: 3
- Term of Contract: 1 year with 1, 1 year option
- Council Consideration: May 31, 2018
- Evaluation Criteria:
 - Experience, Background, Qualifications - 40 points
 - Experience with COSA and San Antonio Region - 20 points
 - Proposed Management Plan - 25 points

- SBE Prime Contract Program - 5 points
- M/WBE Prime Contract Program - 10 points
- SBEDA Subcontracting Requirements: 23% MWBE / 3% AABE
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable
- Voting Committee Members:
 - Anthony Chukwudolue, Assistant Director, TCI
 - Razi Hosseini, Assistant Director, TCI
 - Luis Maltos, Assistant City Engineer, TCI
 - Juan Martinez, Construction Inspections Manager, TCI
 - Victoria Escobedo, Engineer, TCI

Summary Scoring		Firm 1	Firm 2	Firm 3	Firm 4	Firm 5	Firm 6	Firm 7	Firm 8	Firm 9
		A. Background, Experience and Qualifications of Prime Firm, Key Personnel and Key Sub-Consultants	40	34.50	32.25	36.25	29.25	26.75	25.75	27.25
B. Team's Experience with San Antonio Region Issues and past experience with CoSA contracts	20	17.50	18.25	19.50	14.75	15.00	13.25	15.25	16.75	16.00
C. Proposed Management Plan	25	22.25	23.50	23.75	19.50	19.75	18.25	21.25	20.00	19.50
D. SBEDA – SBE & MWBE Prime Contract Program	15	15.00	15.00	5.00	15.00	15.00	15.00	5.00	0.00	0.00
TOTAL SCORE	100	89.25	89.00	84.50	78.50	76.50	72.25	68.75	68.75	66.00
RANK		1	2	3	4	5	6	7	7	9

Due diligence conducted for the respondents to the above solicitations included a search of federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. No findings were noted that would prevent the City from awarding to the selected vendors.

Staff recommends committee approval to proceed with scheduling these items for full City Council consideration.