



City of San Antonio

Agenda Memorandum

File Number:18-3952

Agenda Item Number: 6.

Agenda Date: 6/19/2018

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, Director, Aviation Department

SUBJECT: Consideration of Completed High Profile Solicitations

DATE: June 19, 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.

On-Call Environmental Consulting Services for San Antonio Airport System: Department issued a Request for Qualifications to provide Aviation with three, \$1 Million contracts for various environmental consulting services related, but not limited to, environmental assessments, subsurface investigations, asbestos sampling, air monitoring, well installation, well plugging, remediation oversight, and engineering design for the San Antonio Airport System.

- Solicitation Type: RFQ
- Number of Respondents: 10
- Contract Value: \$3 Million
- Number of Contracts Awarded: 3
- Term of Contract: 3 years with 2, 1-year renewal options
- Council Consideration: August 2, 2018
- Evaluation Criteria:
 - Experience, Background, Qualifications - 50 points
 - Proposed Plan - 30 points
 - DBE Program - 20 points
- DBE Goal: 13.77%
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable
- Voting Committee Members:
 - Russell J. Handy, Director, Aviation Department

- Steve Southers, Environmental Services Manager, Aviation Department
- Candyce Selby, Sr. Engineer, Aviation Department
- Keith Muhlestein, Director of Sustainability, UTSA

On-Call Environmental Consulting for San Antonio RFQ 6100009752 Score Summary											
	Firm #1	Firm #2	Firm #3	Firm #4	Firm #5	Firm #6	Firm #7	Firm #8	Firm #9	Firm #10	Firm #11
A - Experience, Background, Qualifications	50	45.75	45.00	48.50	30.50	30.00	15.00	18.75	16.25	13.75	17.50
B - Proposed Plan	30	25.50	23.75	28.50	19.50	15.00	12.00	12.00	10.75	9.50	13.25
A - B SUB-TOTAL	80	71.25	68.75	77.00	50.00	45.00	27.00	30.75	27.00	23.25	30.75
D - DBE	20	20.00	20.00	6.00	20.00	20.00	15.00	10.00	10.00	10.00	0.00
TOTAL SCORE	100	91.25	88.75	83.00	70.00	65.00	42.00	40.75	37.00	33.25	30.75
RANK BASED ON TOTAL SCORE	1	2	3	4	5	6	7	8	9	10	11

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.