



# City of San Antonio

## Agenda Memorandum

**File Number:**14-841

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**Agenda Item Number:** 8.

**Agenda Date:** 4/8/2014

**In Control:** High Profile Contract Council Committee

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**TO:** Sheryl Sculley, City Manager

**FROM:** Mike Frisbie, P.E., Director, Transportation and Capital Improvements

**COPIES TO:** High Profile Contract Council Committee; Peter Zaroni, Deputy City Manager;  
Ben Gorzell Jr., CPA, Chief Financial Officer; Troy Elliott, Finance Director;  
Kevin Barthold, City Auditor

**SUBJECT:** Pre-Solicitation Briefing for On-Call Environmental Consulting Services

**DATE:** April 8, 2014

The Transportation and Capital Improvements (TCI) Department will be issuing a Request for Qualifications for On-Call Environmental Consulting Services which is a consent item on the Second Six Month Bi-Annual High Profile Report for FY14.

This pre-solicitation briefing will cover estimated contract value, projected timeline, high profile designation, scope of the project, terms of the contract, audited financial statements, proposed scoring criteria, evaluation committee members, project considerations, local preference applicability, veteran owned small business preference program applicability and SBEDA Program requirements.

Currently, TCI contracts with six (6) firms that provide on-call environmental consulting services for the City. These services include providing assistance and/or performing environmental work associated with capital improvements and other City projects such as Phase I and II Environmental Site Assessments, Environmental remediation/clean-up and design reports/analysis, National Environmental Policy Act (NEPA) reports and asbestos consulting services. TCI utilizes these professional services to expedite project delivery and ensure compliance with Local, State and Federal environmental regulations.