



City of San Antonio

Agenda Memorandum

File Number:19-6366

Agenda Item Number: 22.

Agenda Date: 10/31/2019

In Control: City Council A Session

DEPARTMENT: Transportation & Capital Improvements

DEPARTMENT HEAD: Razi Hosseini, P.E., R.P.L.S.

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Professional Services Agreement: On-Call Civil Engineering Services for Regional Storm Water Management Program

SUMMARY:

An ordinance authorizing the execution of an On-Call Civil Engineering Services Agreement with Halff Associates, Inc. in an amount not to exceed \$300,000.00 to provide civil engineering services for the Regional Storm Water Management Program. The agreement is for a one-year term with the option to renew the agreement for an additional one-year extension under the same terms and conditions at the City's discretion.

BACKGROUND INFORMATION:

The City's Regional Storm Water Management Program (RSWMP) was first implemented in 1997 and has evolved through code and policy changes. The RSWMP provides for the administration, planning, design, construction and operational management of regional storm water facilities (RSWF). Regional storm water management analyzes potential flooding problems, identifies appropriate mitigation measures and selects site locations and design criteria for RSWF. These RSWF include, but are not limited to, regional detention and retention ponds, watershed protection, land purchase, waterway enlargement, channelization and improved conveyance structures. When it is determined increase runoff from a proposed development will not produce an adverse impact to other properties, the RSWMP allows developers to participate in the program by paying a fee-in-lieu-of detention (FILO) rather than constructing the on-site detention controls. The FILO is used to fund design and construction of regional storm water facilities.

In 2013, the FILO rate structure was revised so fee is determined by the amount of impervious area added at the time a property is developed. The rates were based relative to estimated construction costs for on-site detention facilities. In 2016, Transportation & Capital Improvements (TCI) published the Storm Water Design Criteria Manual (SWDCM) as an appendix to the Unified Development Code (UDC). The rate structure was not changed at this time. TCI is proposing to hire an engineering consultant to perform a holistic review of the RWSMP and the FILO rate structure in preparation for the 2020 Unified Development Code (UDC) amendment cycle.

Procurement of Services

On May 8, 2019, a Request for Qualifications (RFQ) was released to seek professional engineering services for the Regional Storm Water Management Program. The RFQ was advertised on May 8, 2019 and May 13, 2019 on the City's Website, CIVCAST, and TVSA Channel 21. On May 13, 2019, the City hosted a pre-submittal conference for the RFQ. On June 11, 2019 five (5) eligible Statements of Qualifications (SOQs) were received, evaluated, and scored by City department experts from TCI and other departments. Scoring was based on the published evaluation criteria, which included experience and qualifications of prime firm and key sub-consultants; team's experience with Texas regional issues and past experience with City of San Antonio contracts on similar projects; and understanding of the project and proposed management plan.

Based on the evaluations and rankings made in the selection process, staff recommends Halff Associates, Inc.

ISSUE:

This ordinance authorizes the execution of an On-Call Civil Engineering Services Agreement with Halff Associates, Inc. in the amount not to exceed \$300,000.00 to provide civil engineering services for the Regional Storm Water Management Program. The agreement is for a one-year term with the option to renew the agreement for an additional one-year extension under the same terms and conditions at the City's discretion.

The On-Call contract will be available for the TCI Storm Water Division. The contract will result in an objective, holistic evaluation of the Regional Storm Water Management Program in preparation of the 2020 UDC amendment cycle.

Deliverables will include recommendations for improvements to the RSWMP, which may include:

- UDC amendments
- Changes to the FILO structure
- Changes to development agreement and funding agreement procedures
- Other program recommendations

ALTERNATIVES:

As an alternative, City Council could choose not to approve the contract; however, program and rate structure analysis would need to be performed by staff who does not have available capacity to perform a holistic review of the RSWMP. Changes in development trends and increases in construction costs invoke the need to have a consultant perform the holistic program review.

FISCAL IMPACT:

This ordinance authorizes the execution of an on-call civil engineering services agreement with Halff Associates, LLC in an amount not to exceed \$300,000.00. Funds are available and included in the Storm Water Regional Facilities Fund's FY 2020 Adopted Budget. The term of the agreement is for a one-year with the option to renew the agreement for an additional one-year extension under the same terms and conditions at the City's discretion.

RECOMMENDATION:

Staff recommends approval of the On-Call Civil Engineering Consulting Services Agreement for the Regional Storm Water Management Program.