



City of San Antonio

Agenda Memorandum

File Number:20-2438

Agenda Item Number: 7.

Agenda Date: 3/17/2020

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
NEIGHBORHOOD & HOUSING SERVICES DEPARTMENT
Interdepartmental Correspondence**

TO: Erik Walsh, City Manager

FROM: Verónica R. Soto, AICP, Director, Neighborhood & Housing Services Department (NHSD)

COPIES: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Lori Houston, Assistant City Manager; Kevin Barthold, City Auditor; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Consideration of Completed High Profile Solicitation

DATE: March 17, 2020

The following high profile project has completed the solicitation process. This item is presented to the Audit and Accountability Committee for review prior to the full City Council for consideration.

Texas Certified Lead Abatement Contractor Services (NHSD) - The City of San Antonio solicited proposals for a pool of contractors to provide on-call lead abatement services in residential units as part of NHSD's housing rehabilitation and preservation programs serving households with incomes at or below 80% of the area median income. Programs conduct lead hazard control work as outlined in HUD 24 CFR Part 35 (2003 CFR Title 24, Volume 1), EPA 40 CFR Part 745 (40 CFR Ch. I (7-1-03 Edition)), OSHA 29 CFR 1926.62 (2003 CFR Title 29, Volume 8), and DSHS Lead Reduction Rules (Texas Environmental Lead Reduction Rules).

Solicitation Type:	Request for Proposals
Contracts Value:	\$6,651,000 in Aggregate (pool of five contractors)
Term of Contracts:	3 years with 1, 1-year renewal option
Number of Respondents:	5
Contracts to be Awarded:	5
Council Consideration:	April 2, 2020
Evaluation Criteria:	Experience, Background, Qualifications: 45 points Proposed Plan: 35 points Price: 15 points Veteran Owned Small Business Preference Program: 5 points

SBEDA Program: Not Applicable
 Local Preference Program: Not Applicable
 Voting Members: Lori Houston, Assistant City Manager, City Manager's Office
 Verónica R. Soto, AICP, Director, NHSD
 Edward Gonzales, Assistant Director, NHSD
 Jennifer Buxton, Housing Production Manager, NHSD
 Willie Villarreal, Sr. Management Coordinator, NHSD
 Carlos Pena, Environmental Assessor, NHSD
 Daniel Martinez, Environmental Assessor, NHSD
 Marcie Sinclair, Vice President, AEHS, Inc., Industry Expert

RFP 19-108, RFx: 6100012264 Texas Certified Lead Abatement for Contractor Services Score Summary *FINAL EVALUATION Friday, February 14, 2020	Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E
A - Experience, Background, Qualifications	45	18.00	33.63	41.25	40.50	37.63
B - Proposed Plan	35	14.71	25.69	34.04	31.06	28.13
A - B SUB-TOTAL	80	32.71	59.32	75.29	71.56	65.76
C - Price Schedule	15	15.00	12.69	14.42	14.11	9.43
D - VOSB Preference Program	5	0.00	0.00	5.00	5.00	0.00
E SUB-TOTAL	20	15.00	12.69	19.42	19.11	9.43
TOTAL SCORE	100	47.71	72.01	94.71	90.67	75.19
RANK BASED ON TOTAL SCORE		5.00	4.00	1.00	2.00	3.00

*One evaluation meeting held with no interviews completed.

Due diligence conducted for the respondents to the above solicitation 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 material findings were noted that would prevent the City from awarding to the selected vendors.

Staff recommends committee approval to proceed with scheduling this item for full City Council consideration.