



City of San Antonio

Agenda Memorandum

File Number:20-4754

Agenda Item Number: 6.

Agenda Date: 8/18/2020

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
PUBLIC WORKS DEPARTMENT
Interdepartmental Correspondence**

TO: Erik Walsh, City Manager

FROM: Razi Hosseini, P.E., R.P.L.S., Director, Public Works

COPIES: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Roderick J. Sanchez, AICP, CBO, Assistant City Manager; Luis Maltos, Interim Assistant Director, Public Works; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Consideration of Completed Solicitation

DATE: August 18, 2020

This solicitation for On-Call Services was not issued as High Profile and a pre-solicitation briefing to the Committee did not occur since individual contracts do not exceed \$1 million in total value. However, this item is being presented to the Committee prior to consideration by the full City Council since the aggregate value of resultant contracts exceeds the \$1 million High Profile threshold. In the future, On Call Services solicitations with an aggregate contract value in excess of \$1 million will be classified as High Profile with pre- and post-solicitation briefings to the Committee.

On-Call Construction Inspection Services- Public Works Department issued a Request for Qualifications for On-Call Construction Inspection Services for firms to provide on-call or as needed inspection and special inspection services related to vertical division construction projects. Responsibilities may include, but are not limited to, monitoring and documenting job site safety and the Storm Water Pollution Prevention Plan (SWPPP) best management practices; attend pre-construction meetings and regular on-site construction meetings; conduct daily observation of construction work for compliance with approved contract drawings, specifications, requests for information, change order proposals, approved submittals and shop drawings; consult with City staff and contractor superintendents on work progress and construction issues.

Solicitation Type:	Request for Qualifications
Contracts Value:	\$4.8 Million (\$800,000 per contract)
Term of Contracts:	1 year with 1, 1-year renewal
Number of Respondents:	14
Contracts to be Awarded:	6
Council Consideration:	September 17, 2020
Evaluation Criteria:	Experience, Background and Qualifications, Key Personnel, Key Sub-Consultants: 35 points

Understanding of the Project and Proposed Management Plan: 25 points
 Overall evaluations of the firm/team and its ability to provide the required services: 20 points
 SBE Prime Contract Program: 10 points

M/WBE Prime Contract Program: 10 points

Local Preference Program: Not Applicable

Veteran Owned Small Business Preference Program: Not Applicable

Voting Members: Carol Warkoczowski, AIA, Senior Architect, Public Works
 Mack McKenzie, RLA, Landscape Architect, Public Works
 Mark Beavers, AIA, Senior Architect, Public Works
 Mark Rodriguez, Project Manager, Public Works
 Arthur Rossman, Design & Development Assistant, Public Works

RFQ: PublicWorks03272020JEC On-Call Construction Inspection Services								
Score Summary *FINAL SCORING July 10, 2020		Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F
A. Experience, Background and Qualifications, Key Personnel, Key Sub-Consultants	35	34.00	33.00	31.40	29.40	28.60	33.40	27.80
B. Understanding of the Project and Proposed Management Plan	25	24.00	23.20	22.80	21.20	21.80	23.80	20.80
C. Overall evaluations of the firm/team and its ability to provide the required services	20	19.00	19.20	17.80	17.80	17.80	19.40	17.00
D. SBEDA	20	20.00	20.00	20.00	20.00	20.00	10.00	20.00
TOTAL SCORE	100	97.00	95.40	92.00	88.40	88.20	86.60	85.60
RANK BASED ON TOTAL SCORE			1	2	3	4	5	6

RFQ: PublicWorks03272020JEC On-Call Construction Inspection Services								
Score Summary *FINAL SCORING July 10, 2020		Maximum Points	Vendor H	Vendor I	Vendor J	Vendor K	Vendor L	Vendor M
A. Experience, Background and Qualifications, Key Personnel, Key Sub-Consultants	35	26.80	26.00	26.60	23.00	26.80	26.00	27.00
B. Understanding of the Project and Proposed Management Plan	25	19.80	21.80	19.00	18.80	19.60	14.60	18.80
C. Overall evaluations of the firm/team and its ability to provide the required services	20	18.40	17.00	16.20	14.60	18.80	12.20	15.00
D. SBEDA	20	20.00	20.00	20.00	20.00	10.00	20.00	0.00
TOTAL SCORE	100	85.00	84.80	81.80	76.40	75.20	72.80	60.80
RANK BASED ON TOTAL SCORE			8	9	10	11	12	13

*One evaluation meeting held and scoring completed.

Due diligence conducted for the respondents to the above solicitation included a search of federal and state department 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.