



# City of San Antonio

## Agenda Memorandum

**File Number:**20-5349

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**Agenda Item Number:** 2.

**Agenda Date:** 9/15/2020

**In Control:** Audit and Accountability Committee

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**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, P.E., Interim Assistant Director, Public Works; Troy Elliott, CPA, Deputy Chief Financial Officer

**SUBJECT:** Consideration of High-Profile Solicitation for Release

**DATE:** September 15, 2020

The following high-profile solicitation is scheduled to be released this month.

**On-Call Construction Inspection Services-** Public Works Department will issue 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 departmental and citywide 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; conduct measurement and payment activities and; consult with City staff and contractor superintendents on work progress and construction issues.

Department:	Public Works (PW)
Solicitation Type:	Request for Qualifications
Contract Value:	\$400,000 annually (may result in multiple contracts)
Term of Contracts:	1 year with 1, 1-year renewal option
Release Date:	September 25, 2020
Closing Date:	November 9, 2020
Proposed Council Date:	February 2021
Contact Information:	Razi Hosseini, P.E., R.P.L.S., Director, Public Works Department

Evaluation Criteria: Experience, Background and Qualifications, Key Personnel, Key Sub-Consultants: 35 points  
Understanding of the Project and Proposed Management Plan: 30 points  
Overall evaluations of the firm/team and its ability to provide the required services: 15 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: Roderick J. Sanchez, AICP, CBO, Assistant City Manager, City Manager's Office  
Anthony Chukwudolue, Deputy Assistant Director, Public Works Department  
Abraham Diaz, Special Projects Manager, Neighborhood and Housing Services Department  
Desiree Salmon, Senior Architect, Public Works Department  
Guillermo Moya, Senior Architect, Convention and Sports Facilities Department  
Leonard Young, P.E., Owner, Young Professional Services