



City of San Antonio

Agenda Memorandum

File Number:20-6051

Agenda Item Number: 3.

Agenda Date: 10/20/2020

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
PARKS AND RECREATION DEPARTMENT
Interdepartmental Correspondence**

TO: Erik Walsh, City Manager

FROM: Homer Garcia III, Director, Parks and Recreation Department

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

SUBJECT: Consideration of Completed High-Profile Solicitation

DATE: October 20, 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.

On-Call Engineering and Landscape Architectural Services for Howard W. Peak Greenway Trails (Parks and Recreation) -City of San Antonio solicited proposals from qualified respondents to provide design work related to Greenway Trail projects. Greenway Trail projects consist of paved, multi-use hike and bike trails built primarily in floodplain areas along San Antonio waterways. Design work will primarily include civil engineering and landscape architecture. Other disciplines may include land surveying, structural engineering, mechanical and electrical design, traffic engineering, environmental, archaeological, and graphic design. Scope of projects to be designed may include multi-use trails, trailheads, parking lots, culverts, low water crossings, bridges, retaining walls, low-impact development features, signage, conceptual design graphics, public meetings, construction cost estimating, bid phase services, construction supervision, and construction inspections.

Solicitation Type:	Request for Qualifications
Contract Value:	\$2 Million
Term of Contract:	3 years with 1, 2-year renewal option
Number of Respondents:	16
Contracts to be Awarded:	3

Council Consideration: December 3, 2020

Evaluation Criteria: Experience, Background, Qualifications of Firm, Key Personnel, and Key Sub-Consultants: 45 points
 Understanding of the Project and Proposed Management Plan: 30 points
 Experience with issues in the San Antonio Region & past experience with the City of San Antonio Contracts: 25 points

SBEDA Requirements: 21% M/WBE Subcontracting Requirement
 1% AABE Subcontracting Requirement
 Mentorship Program Requirement

Local Preference Program: Not Applicable

Veteran Owned Small Business Preference Program: Not Applicable

Voting Members: Nikki Ramos, Assistant Director, Parks & Recreation
 Brandon Ross, Greenway Trails Division Manager, Parks & Recreation
 Agdel Rivera, Greenway Trails Project Manager, Parks & Recreation
 Veronica Barefield, Senior Engineering Associate, Public Works Department
 Rodney Dziuk, Capital Program Manager, Public Works Department
 Reuben Bazan, Program Manager Associate, San Antonio River Authority

RFQ - PublicWorks06102020JEC On-Call Engineering and Landscape Architectural Services for the Howard W. Peak Greenway Trails	Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F	Vendor G	Vendor H
SCORE SUMMARY *Final Evaluation September 10, 2020									
A. Experience, Background, Qualifications of Firm, Key Personnel, and Key Sub-Consultants	45	43.00	41.67	40.00	37.67	38.17	36.83	35.83	37.00
B. Understanding of the Project and Proposed Management Plan	30	29.33	28.50	28.00	26.50	26.33	25.67	25.33	24.83
C. Experience with issues in the San Antonio Region & past experience with the City of San Antonio Contracts	25	24.50	23.67	23.50	23.50	22.83	21.17	22.50	21.33
TOTAL SCORE	100	96.83	93.84	91.50	87.67	87.33	83.67	83.66	83.16
RANK BASED ON TOTAL SCORE		1	2	3	4	5	6	7	8
RFQ - PublicWorks06102020JEC On-Call Engineering and Landscape Architectural Services for the Howard W. Peak Greenway Trails	Maximum Points	Vendor I	Vendor J	Vendor K	Vendor L	Vendor M	Vendor N	Vendor O	Vendor P
SCORE SUMMARY *Final Evaluation September 10, 2020									
A. Experience, Background, Qualifications of Firm, Key Personnel, and Key Sub-Consultants	45	35.17	33.67	33.83	34.83	32.83	32.83	31.83	31.33
B. Understanding of the Project and Proposed Management Plan	30	24.50	25.00	23.83	23.50	22.67	23.83	21.83	20.33
C. Experience with issues in the San Antonio Region & past experience with the City of San Antonio Contracts	25	21.17	21.67	19.50	18.17	20.33	18.83	18.33	15.17
TOTAL SCORE	100	80.84	80.34	77.16	76.50	75.83	75.49	71.99	66.83
RANK BASED ON TOTAL SCORE		9	10	11	12	13	14	15	16

*One Evaluation meeting held with interviews 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.