



# City of San Antonio

## Agenda Memorandum

**File Number:**20-6299

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**Agenda Item Number:** 32.

**Agenda Date:** 12/10/2020

**In Control:** City Council A Session

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**DEPARTMENT:** Public Works

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

**COUNCIL DISTRICTS IMPACTED:** Citywide

### **SUBJECT:**

Professional Services Agreement: Underground Storm Drain Video Inspection Program

### **SUMMARY:**

An ordinance approving the execution of a Professional Services Agreement between RJN Group, Inc. and the City of San Antonio in an amount not to exceed \$1,416,667.00 annually for the Underground Storm Drain Video Inspection Program. This agreement is for a term of one year, with an option to renew for up to two additional one-year extensions at the City's discretion under the same terms and conditions for a possible maximum contract total value not to exceed \$4,250,001.00. Funds are available from FY 2021 Storm Water Operating Fund Adopted Budget and funding for subsequent optional contract renewal extensions is subject to City Council approval of future annual budgets.

### **BACKGROUND INFORMATION:**

The City has an estimated 800 miles of underground storm drain pipes of various ages, material composition, and conditions. To prioritize pipe maintenance and replacement, a Closed Circuit Televising (CCTV) video recorded pipe inventory and assessment is needed. The Public Works Department has previously contracted with RJN Group, Inc. to provide underground storm drainage video inspection for pipe condition assessments. However, this previous annual contract expired June 30, 2020.

This proposed contract will be utilized to provide underground storm drainage video inspection and pipe condition assessments to identify locations requiring repair or maintenance to ensure proper storm water drainage conveyance.

## Procurement of Services

A Request for Qualifications (RFQ) for the Underground Storm Drain Video Inspection Program was released on March 23, 2020, and was advertised in the San Antonio Hart Beat, the City's website, the Texas Electronic State Business Daily, on TVSA, and through the online bidding website CivCast. Responses were due on May 11, 2020. Three firms responded and submitted their Statements of Qualifications (SOQs). A selection committee consisting of representatives from the City Manager's Office and the Public Works Department evaluated and scored SOQs based on the published evaluation criteria, which included Experience and Qualifications of Prime Firm and Key Sub- Consultants, Understanding of the Project and Proposed Management Plan, and Team's Experience with San Antonio Region Issues and Past Experience with City of San Antonio Contracts.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee set 10 Small Business Enterprise points and 10 Minority/Women Business Enterprise points for a total of 20 points as part of the evaluation process.

This contract was developed utilizing a formal Request For Qualifications process; therefore, as required by the Ethics Ordinance, the Discretionary Contracts Disclosure Form has been included herein as an attachment.

## **ISSUE:**

This ordinance approves the execution of a Professional Services Agreement between RJN Group, Inc. and the City of San Antonio in an amount not to exceed \$1,416,667.00 annually for the Underground Storm Drain Video Inspection Program. This agreement is for a term of one year, with an option to renew for up to two additional one-year extensions at the City's discretion under the same terms and conditions for a possible maximum contract total value not to exceed \$4,250,001.00.

This proposed contract will be utilized to provide underground storm drainage video inspection and pipe condition assessments to identify locations requiring repair or maintenance to ensure proper storm water conveyance. The pipes will be video recorded using Closed Circuit Televising (CCTV) and their condition will be assessed by certified Pipeline Assessment Certification Program (PACP) raters. The condition of approximately 40 miles of storm drain pipe will be assessed as part of this FY 2021 contract.

The City will also be provided an inventory of the City's underground storm drainage pipe and storm water infrastructure data for manholes, inlets, pipes and culverts. Other related services and infrastructure data that will be provided include pipe size and material composition, the mapping of the underground pipe network, and the cleaning of the storm drain system which includes the removal of obstructions and debris to improve storm water drainage conveyance.

## **ALTERNATIVES:**

As an alternative, City Council could require staff to re-advertise these services; however, considering the additional time required for another solicitation process this would further delay the completion of the program.

**FISCAL IMPACT:**

This ordinance approves the execution of a Professional Services Agreement between RJN Group, Inc. and the City of San Antonio in the amount not to exceed \$1,416,667.00 annually authorized payable to RJN Group, Inc. Funds are available from the FY 2021 Storm Water Operating Fund Adopted Budget.

The Professional Services Agreement is for a term of one year, with an option to renew for up to two additional one-year extensions at the City's discretion under the same terms and conditions for a possible maximum contract total value not to exceed \$4,250,001.00. Funding for subsequent optional contract renewal extensions is subject to City Council approval of future annual budgets.

**RECOMMENDATION:**

Staff recommends approval of this ordinance approving the execution of a Professional Services Agreement between RJN Group, Inc. and the City of San Antonio in an amount not to exceed \$1,416,667.00 annually for the Underground Storm Drain Video Inspection Program.