



# City of San Antonio

## Agenda Memorandum

**File Number:**20-6727

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**Agenda Item Number:** 28.

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

**In Control:** City Council A Session

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**DEPARTMENT:** Parks and Recreation

**DEPARTMENT HEAD:** Homer Garcia III

**COUNCIL DISTRICTS IMPACTED:** City Wide

### **SUBJECT:**

On-Call Professional Services Agreements for Design of the Howard W. Peak Greenway Trails System

### **SUMMARY:**

This ordinance authorizes the execution of three (3) on-call professional services agreements with Bain Medina Bain, Inc. in an amount not to exceed \$800,000.00; Terra Design Group, Inc. in an amount not to exceed \$600,000.00; and 6S Engineering, Inc. in an amount not to exceed \$600,000.00 for architectural and engineering design services for the Howard W. Peak Greenway Trails System for a period of three years from the date of execution, with an option to extend the agreements for an additional two years.

### **BACKGROUND INFORMATION:**

The proposed professional services agreements provide architectural and engineering design services, permit preparation, bidding assistance, construction administration, and construction inspections for projects to be included in the Howard W. Peak Greenway Trails System, which has been funded through a portion of a 1/8-cent voter-approved sales tax since its inception in 2000. The consultants' scopes of work will also include design enhancements and Low Impact Development water quality features as outlined in the scope of the 2015 Sales Tax Initiative. The objectives of the program are to acquire and preserve open space along San Antonio creekways and to develop multi-use hike and bike trails, trailheads, enhancements, signage, and associated amenities for use by San Antonio residents and visitors.

A Request for Qualifications (RFQ) was released on June 10, 2020. This RFQ was advertised in the San Antonio Hart Beat, on the City's website, the Texas Comptrollers, and Civcast. Submittals were due on July

31, 2020. Sixteen (16) firms responded to the RFQ. The proposals were evaluated and ranked by a selection committee consisting of representatives from the Parks and Recreation, Public Works and Economic Development Departments, and the San Antonio River Authority. Scoring was based on the published evaluation criteria, which included: Experience, Background, Qualifications of Firm, Key Personnel, and Key Sub-Consultants, Understanding of the Project and Proposed Management Plan, and Experience with issues in the San Antonio Region and past City of San Antonio Contracts.

These agreements 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 agreement in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee set a 21% Minority/Women Business Enterprise (M/WBE) subcontracting goal and a 1% African American Business Enterprise (AABE) subcontracting goal. Bain Medina Bain, Inc., Terra Design Group Inc., and 6S Engineering, Inc. have committed to 21% M/WBE and 1% AABE subcontractor participation.

Based on the evaluations and rankings made in the selection process, staff recommends selection of Bain Medina Bain, Inc., Terra Design Group, Inc., and 6S Engineering, Inc. to be awarded on-call professional services agreements for design, permit preparation, bidding assistance, construction administration, and construction inspections.

These agreements were developed utilizing a formal request for qualifications and proposal process; therefore, as required by the Ethics Ordinance, Contracts Disclosure Forms are attached for each of these firms.

#### **ISSUE:**

This ordinance authorizes the execution of three (3) on-call professional services agreements for Linear Greenway Trails Projects for architectural and engineering design, permit preparation, bidding assistance, construction administration, and construction inspections. These agreements provide for design of Greenway Trail projects, which generally include development of multi-use hike and bike trails, trailheads, signage and associated amenities for use by San Antonio residents and visitors.

Approval of this ordinance will be a continuation of City Council policy to complete projects authorized in the FY 2021-2026 Capital Improvement Plan.

#### **ALTERNATIVES:**

City Council could choose not to execute these agreements and require staff to re-advertise these projects. Considering the additional time required for another solicitation process, this would adversely affect the timely completion of the projects.

#### **FISCAL IMPACT:**

The agreements shall have a value not to exceed \$800,000.00 for Bain Medina Bain, Inc.; a value not to exceed \$600,000.00 for Terra Design Group, Inc.; and a value not to exceed \$600,000.00 for 6S Engineering, Inc. No funds are appropriated by this action. Expenditures for these services are subject to available funding and are authorized by individual project budgets at the time work is requested or funds are appropriated through ordinance. The City makes no minimum guarantee pertaining to the volume of work expected to be performed

by the consultants.

**RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing the execution of Professional Services Agreements for the Design of the Howard W. Peak Greenway Trails System.