



City of San Antonio

Agenda Memorandum

File Number:20-7189

Agenda Item Number: 26.

Agenda Date: 1/14/2021

In Control: City Council A Session

DEPARTMENT: Public Works

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

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Professional Services Agreements: On-Call Civil Engineering Services for Infrastructure Management Program (IMP) and Neighborhood Access Mobility Program (NAMP)

SUMMARY:

An ordinance approving the execution of ten On-Call Civil Engineering Services Agreements with Kimberly-Horn and Associates, Inc., AJL Engineering, Ford Engineering, Inc., RPS Infrastructure, Inc., Mendez Engineering, PLLC, Lockwood Andrews & Newman, Inc., Gonzalez, Kypuros and White, Inc., Maestas & Associates, LLC, Pape-Dawson Engineers, Inc., and Bain Medina Bain, Inc., each in the amount not to exceed \$400,000.00 per contract year for as-needed on-call civil engineering services related to projects approved as part of the Infrastructure Management Program (IMP) and Neighborhood Access Mobility Program (NAMP). Each agreement is for a term of one year, with the option to renew for up to one additional one-year extension at the City's discretion in an amount not to exceed \$800,000.00 per contract for all terms.

BACKGROUND INFORMATION:

With the adoption of the FY 2021 Budget, City Council approved approximately \$121 Million for the Infrastructure Management Program (IMP) including \$102 Million for the FY 2021 Street Maintenance Program (SMP), and \$5 Million for the Sidewalks Program. The budget also included an additional \$2.2 Million for the Neighborhood Access Mobility Program (NAMP).

Procurement of Services

A Request for Qualifications (RFQ) was released on July 1, 2020 in the San Antonio Hart Beat, the City's

website, on the Texas Electronic State Business Daily, on TVSA and through the online bidding website CivCast. Responses were due on August 7, 2020 and 18 submittals were received. A selection committee consisting of representatives from the Public Works Department evaluated and scored the submissions and ranked the submittals. Scoring was based on the published evaluation criteria, which included Evaluation of Experience and Qualifications of the Prime Firm and Key Subconsultants; the Understanding of the Project and Proposed Management Plan; Experience with issues in the San Antonio Region and Past Experience with City of San Antonio Contracts; and Overall evaluation of the Firm/Team and its ability to provide the required services.

These contracts will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts to be reviewed by a Goal Setting Committee (GSC) to establish a requirement and/or incentive unique to the particular contract to maximize the amount of small, minority and woman-owned business participation under the contract. The Goal Setting Committee set a 22% Minority/Women Business Enterprise (M/WBE) subcontracting goal and a 2% African American Business Enterprise (AABE) subcontracting goal.

This contract was developed utilizing a formal Request for Qualifications (RFQ) process; therefore, as required by the Ethics Ordinance, a Discretionary Contracts Disclosure Form has been attached for each of these firms.

A post-solicitation briefing to the Audit and Accountability Committee was held on December 15, 2020.

ISSUE:

This ordinance approves the execution of ten On-Call Civil Engineering Services Agreements with Kimberly-Horn and Associates, Inc., AJL Engineering, Ford Engineering, Inc., RPS Infrastructure, Inc., Mendez Engineering, PLLC, Lockwood Andrews & Newman, Inc., Gonzalez, Kypuros and White, Inc., Maestas & Associates, LLC, Pape-Dawson Engineers, Inc., and Bain Medina Bain, Inc., each in the amount not to exceed \$400,000.00 per contract year for as-needed on-call civil engineering services related to projects approved as part of the Infrastructure Management Program (IMP) and Neighborhood Access Mobility Program (NAMP). Each agreement is for a term of one year, with the option to renew for up to one additional one-year extension at the City's discretion in an amount not to exceed \$800,000.00 per contract for all terms.

These on-call contracts will be available to all City departments, with a focus on the Street Maintenance Program and will address all aspects of civil engineering to include construction phase services, site layouts, surveying and other special projects. Utilizing these on-call contracts will allow for the expedited delivery of IMP and NAMP. It will provide a cost savings to the City based on negotiated rates for a larger volume of work. The selected firms were chosen based on available resources, past experience with the IMP and specialized strengths.

The purpose of these contracts will be to improve efficiency, expedite project delivery, expedite project completion and may include, but are not limited to, the following:

- Coordinating and assisting with applicable permitting and code requirements
- Conducting field observations and construction phase administration
- Developing professional recommendations
- Preparing cost estimates
- Conducting project management
- Inspection services related to construction projects
- Other general civil engineering services

ALTERNATIVES:

City Council could require a Request for Qualifications (RFQ) for each individual project and select firms based on qualified experience in working with similar projects; however, considering the additional time required for another solicitation process for each individual project would significantly impact the timely delivery of future capital improvements projects.

FISCAL IMPACT:

This ordinance authorizes the execution of ten on-call civil engineering services agreements with Kimberly-Horn and Associates, Inc., AJL Engineering, Ford Engineering, Inc., RPS Infrastructure, Inc., Mendez Engineering, PLLC, Lockwood Andrews & Newman, Inc., Gonzalez, Kypuros and White, Inc., Maestas & Associates, LLC, Pape-Dawson Engineers, Inc., and Bain Medina Bain, Inc. each in the amount not to exceed \$400,000.00 per contract year. Funds are available and included in the FY 2021 - FY 2026 Capital Improvements Program. Potential funding sources include, but are not limited to the General Fund, Advanced Transportation District (ATD) Fund, Certificates of Obligation, Tax Notes, or other funding sources. If funding for any work activities was not previously appropriated, funding will be identified and appropriated through subsequent City Council action. The City makes no minimum guarantee pertaining to the volume of work that each may be expected from each consultant.

Requirements for each task shall be detailed in individual assigned task orders. If funding for any work activities was not previously appropriated, funding will be identified and appropriated through subsequent City Council action.

RECOMMENDATION:

Staff recommends approval of this ordinance authorizing the execution of ten On-Call Civil Engineering Services Agreements.