



City of San Antonio

Agenda Memorandum

File Number:21-1024

Agenda Item Number: 4.

Agenda Date: 2/16/2021

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
PUBLIC WORKS DEPARTMENT
Interdepartmental Correspondence**

TO: Erik Walsh, City Manager

FROM: Razi Hosseini, P.E., R.P.L.S., Director/City Engineer, Public Works Department

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, Assistant Director, Public Works; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Consideration of High-Profile Solicitation for Release

DATE: February 16, 2021

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

On-Call Facility Programming Services - Public Works Department will issue a Request for Qualifications (RFQ) for on-call facility programming services for firms to provide on-call or as needed services. The intent is to award to multiple firms to provide basic and additional phased professional services as needed for on-call facility programming to departmental and citywide construction projects including space and program master planning for various levels of facility and system designs. A facility study may assess current needs and anticipate the future needs as necessary.

Department: Public Works

Solicitation Type: Request for Qualifications

Contract Value: \$2.4 Million (may result in multiple contracts)

Term of Contracts: 1 year with 3, 1-year renewal options

Release Date: February 19, 2021

Closing Date: April 5, 2021

Proposed Council Date: August 2021

Contact Information: Razi Hosseini, P.E., R.P.L.S., Director/City Engineer, Public Works Department

Evaluation Criteria: Experience, Background and Qualifications, Key Personnel, and Key Sub-Consultants:
45 points

Understanding of the Project and Proposed Management Plan: 35 points
Experience with San Antonio Region and Past Performance: 20 points
SBEDA Requirements: 28% M/WBE Subcontracting Requirement
Local Preference Program: Not Applicable
Veteran Owned Small Business Preference Program: Not Applicable
Voting Members: Luis Maltos, Assistant Director, Public Works Department
Gopi Akalkotkar, City Architect, Public Works Department
Jeff Knippel, Capital Programs Manager, Public Works Department
Luis Rivas, Project Manager, Building and Equipment Services Department
Cathleen Crabb, Architect, Public Works Department