



# City of San Antonio

## Agenda Memorandum

**File Number:**21-2004

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**Agenda Item Number:** 10.

**Agenda Date:** 3/16/2021

**In Control:** Audit and Accountability Committee

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**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 Department; Troy Elliott, CPA, Deputy Chief Financial Officer

**SUBJECT:** Consideration of Completed High Profile Solicitation

**DATE:** March 16, 2021

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 Construction Inspection Services-** Public Works Department issued a Request for Qualifications (RFQ) for on-call construction inspection services for firms to provide on-call or as needed inspection and special inspection services related to vertical division construction projects. Responsibilities may include monitoring and documenting job site safety and the Storm Water Pollution Prevention Plan (SWPPP) best management practices; attend pre-construction meetings and regular on-site construction meetings; conduct daily observation of construction work for compliance with approved contract drawings; specifications; requests for information; change order proposals; approved submittals and shop drawings; and consult with City staff and contractor on work progress and construction issues.

Solicitation Type: Request for Qualifications

Contracts Value: \$4 Million (\$800,000 per contract)

Term of Contracts: 1 year with 1, 1-year renewal option

Number of Respondents: 16

Contracts to be Awarded: 5

Council Consideration: April 16, 2021

Evaluation Criteria: Experience, Background and Qualifications, Key Personnel, Key Sub-Consultants: 35

points

Understanding of the Project and Proposed Management Plan: 30 points

Overall Evaluations of the Firm/Team and its Ability to Provide the Required Services: 15 points

SBE Prime Contract Program: 10 points

M/WBE Prime Contract Program: 10 points

Local Preference Program: Not Applicable

Veteran Owned Small Business Preference Program: Not Applicable

Voting Members: Roderick J. Sanchez, AICP, CBO, Assistant City Manager, City Manager's Office  
Anthony Chukwudolue, Deputy Assistant Director, Public Works Department  
Abraham Diaz, Special Projects Manager, Neighborhood and Housing Services Department  
Desiree Salmon, Senior Architect, Public Works Department  
Guillermo Moya, Senior Architect, Convention and Sports Facilities Department  
Leonard Young, P.E., Owner, Young Professional Services  
Final Score Matrix

RFQ - PublicWorks10072020JEC ON-CALL CONSTRUCTION INSPECTION SERVICE S	Maximum Points	Vendor A Vendor B Vendor C Vendor D Vendor E Vendor F					
		SCORE SUMMARY *Final Evaluation January 28, 2021					
A. Experience, Background and Qualifications, Key Personnel, Key Sub-Consultants	35	32.67	31.00	29.67	28.83	29.83	28.17
B. Understanding of the Project and Proposed Management Plan	30	28.00	27.00	25.67	25.50	25.00	25.83
C. Overall evaluations of the firm/team and its ability to provide the required services	15	14.00	13.00	13.17	13.17	12.50	12.67
D. SBEDA	20	20.00	20.00	20.00	20.00	20.00	20.00
TOTAL SCORE	100	94.67	91.00	88.51	87.50	87.33	86.67
RANK BASED ON TOTAL SCORE		1	2	3	4	5	6
RFQ - PublicWorks10072020JEC ON-CALL CONSTRUCTION INSPECTION SERVICE S	Maximum Points	Vendor G Vendor H Vendor I Vendor J Vendor K Vendor L					
		SCORE SUMMARY *Final Evaluation January 28, 2021					
A. Experience, Background and Qualifications, Key Personnel, Key Sub-Consultants	35	29.17	28.00	27.00	27.17	28.50	31.17
B. Understanding of the Project and Proposed Management Plan	30	23.67	25.17	25.50	24.50	22.83	27.83
C. Overall evaluations of the firm/team and its ability to provide the required services	15	13.00	12.50	11.67	12.50	12.00	13.67
D. SBEDA	20	20.00	20.00	20.00	20.00	20.00	10.00
TOTAL SCORE	100	85.84	85.67	84.17	84.17	83.33	82.67
RANK BASED ON TOTAL SCORE		7	8	9	10	11	12
RFQ - PublicWorks10072020JEC ON-CALL CONSTRUCTION INSPECTION SERVICE S	Maximum Points	Vendor M Vendor N Vendor O Vendor P					
		SCORE SUMMARY *Final Evaluation January 28, 2021					
A. Experience, Background and Qualifications, Key Personnel, Key Sub-Consultants	35	26.33	22.50	26.17	16.50		
B. Understanding of the Project and Proposed Management Plan	30	23.83	19.00	25.17	11.67		
C. Overall evaluations of the firm/team and its ability to provide the required services	15	10.50	9.33	11.50	6.83		
D. SBEDA	20	20.00	20.00	0.00	0.00		
TOTAL SCORE	100	80.66	70.83	62.84	35.00		
RANK BASED ON TOTAL SCORE		13	14	15	16		

\*One evaluation meeting held with no interviews conducted.

Due diligence conducted for the respondents to the above solicitation included a search of federal and state debarment 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.