

# **Pre-Solicitation Briefing for Southern Edwards Plateau Habitat Conservation Plan Biologist**



## **Audit Committee**

Date: November 12, 2024

Presented by: Amin Tohmaz, PE, CBO, Interim Director,  
Development Services Department



# Project and Solicitation

The Development Services Department (DSD) is seeking for a U.S. Fish and Wildlife (USFW) certified biologist and/or environmental company with experience in implementing Habitat Conservation Plans to support the operation, administration, management, and coordination of the Southern Edwards Habitat Conservation Plan.

The U.S. Fish and Wildlife Service has issued a joint 30-year incidental take permit between the City of San Antonio and Bexar County. The County has awarded a previous contract expiring on 2/28/2025 and now the City of San Antonio will take over the contract as agreed with the County. DSD administers the SEP-HCP program.

## Solicitation Type

- Request for Qualifications (RFQ)

## Proposed Term

- 1 year with 5, 1-year options

## Estimated Value

- \$340,000 annually
- \$2,040,000 total

## Funding Source

- SEP-HCP Fund - \$240,000
- Bexar County - \$50,000
- DSD - \$50,000

## Current Contract Status

- Expires 02/28/2025

# Solicitation Overview



## Outreach

- **NIGP Codes Identified**
  - 92642 Environmental Services (Not Otherwise Classified)
- **Number of Vendors to be Notified**
  - Central Vendor Registry: 169
  - Veteran-Owned Small Business (SBA/SCTRCA): 7
  - Targeted Outreach: 1
- **Advertising**
  - TVSA Channel
  - COSA Bidding & Contracting Webpage
  - HartBeat
  - SAePS

## Evaluation Voting Members

- John Peterek, Interim Assistant City Manager, City Manager's Office
- Amin Tohmaz, PE, CBO, Interim Director, Development Services Department
- Melissa Ramirez, Interim Deputy Director, Development Services Department
- Logan Sparrow, Interim Assistant Director, Development Services Department
- Monique Kormann, Interim Development Services Administrator, Development Services Department
- Lauren Chavez, Principal Planner, Development Services Department
- Ken McGlamery, Bexar County, Director of Parks and Recreation

# Solicitation Requirements



## Evaluation Criteria

- Experience, Background and Qualifications: 35 points
- Proposed Plan: 30 points
- Pricing: 10 points
- SBE Prime Contract Program: 5 Points
- M/WBE Prime Contract Program: 5 Points
- Local Preference Program: 10 points
- Veteran Owned Small Business Preference Program: 5 points

## Additional Requirements

- Audited Financial Statements: Not Required

# SBEDA Goal Setting Overview



## Goal Setting Committee Members

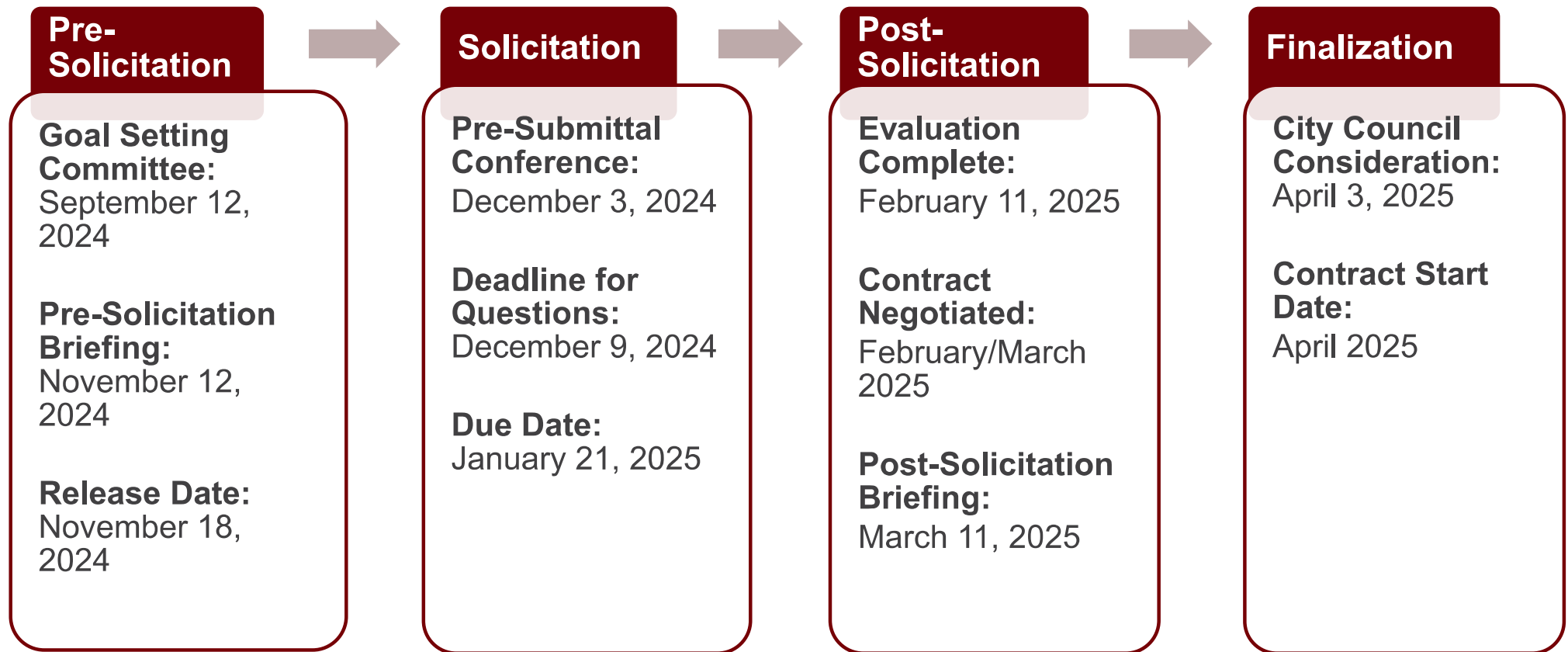
- Ian Benavidez, Interim Deputy Director, Neighborhood and Housing Services Department
- Logan Sparrow, Interim Assistant Director, Development Services Department
- Michael Sindon, EDD Administrator, Economic Development Department
- Angelica Mata, Assistant Director, Finance Department
- Julianna Lopez, Goal Setting Committee Citizen Member

## Availability Analysis

APIs are supported by the following analysis on a contract-by-contract basis:

- Opportunities for S/M/WBEs within the scope of work
- Percentage of S/M/WBEs available in the Central Vendor Registry
- Utilization of S/M/WBEs on historic projects similar in nature

# Project Timeline





# Thank You

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