

# **Post-Solicitation Briefing for On-Call Cultural Resources Consulting Services**



## **Audit Committee**

October 8, 2024

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

# Solicitation Overview



The Public Works Department solicited a Request for Qualifications and recommends to award four firms to provide On-Call Cultural Resources Consulting Services for federal transportation, bond funded, and other City funded projects, located citywide. These services will include compliance efforts associated with federal, state, and local historic and cultural resources laws, rules and regulations.

## Solicitation Type

- Request for Qualifications (RFQ)

## Proposed Term

- 3 years with 2, 1-year options

## Estimated Value

- \$3.75 million annually
- \$15 million total

## Funding Source

- 2022 Bond and Other Funding Sources

## Current Contract Status

- Expires 06/21/2025

# Recommended Award



Final Score Matrix

RFQ for On-Call Cultural Resources Consulting Services (2024-106)	Maximum Points	VENDOR A	VENDOR B	VENDOR C	VENDOR D
Score Summary *FINAL EVALUATION September 6, 2024					
A - Experience, Background, Qualifications of Firm, Key Personnel, and Key Sub-Consultants	45	42.00	41.50	40.33	39.83
B - Understanding of the Project and Proposed Management Plan	45	41.33	41.67	39.83	39.33
C - Experience with the San Antonio Region & Past Performance	10	9.00	9.00	9.34	8.17
TOTAL SCORE	100	92.33	92.17	89.50	87.33
RANK BASED ON TOTAL SCORE		1	2	3	4

\*One evaluation meeting held, and no interviews conducted.

DBE Program – 8.5%

Local Preference Program – Not Applicable

Veteran-Owned Small Business Preference Program – Not Applicable

# Recommended Award



RFQ for On-Call Cultural Resources Consulting Services (2024-106)  Score Summary *FINAL EVALUATION September 6, 2024	Maximum Points	VENDOR E	VENDOR F	VENDOR G	VENDOR H
A - Experience, Background, Qualifications of Firm, Key Personnel, and Key Sub-Consultants	45	35.67	33.50	33.50	28.67
B - Understanding of the Project and Proposed Management Plan	45	35.83	34.33	33.67	23.00
C - Experience with the San Antonio Region & Past Performance	10	7.67	7.00	7.16	4.50
TOTAL SCORE	100	79.17	74.83	74.33	56.17
RANK BASED ON TOTAL SCORE		5	6	7	8

\*One evaluation meeting held, and no interviews conducted.

DBE Program – 8.5%

Local Preference Program – Not Applicable

Veteran-Owned Small Business Preference Program – Not Applicable

# Due Diligence



## Finance and Auditor Departments – Due Diligence Results

Number of vendors notified:

445

Number of vendors at pre-submittal conference:

11

Number of responses received:

8

Results of Minimum Requirements Review

No Material Findings

Results of Due Diligence Review

No Material Findings



# Thank You

October 8, 2024

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