



# City of San Antonio

## Agenda Memorandum

### File Number:

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**Agenda Item Number:** 13

**Agenda Date:** January 25, 2024

**In Control:** City Council A Session

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**DEPARTMENT:** Public Works Department

**DEPARTMENT HEAD:** Razi Hosseini

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Professional Services Agreements: On-Call Traffic Engineering Consulting Services

**SUMMARY:**

An ordinance approving the negotiation and execution of three (3) On-Call Traffic Engineering Services Agreements with Kimley-Horn and Associates, Inc.; Pape-Dawson Consulting Engineers, Inc.; and RPS Infrastructure Inc. for a total of \$4,980,000 for traffic engineering analysis and design services related to capital projects citywide. Each agreement is for a three-year term with an option to renew each agreement for up to two additional one-year extensions for a total amount not to exceed \$1,660,000 per agreement inclusive of renewals. Funding is available from various sources, including General Fund, Certificates of Obligations, Advanced Transportation District (ATD) Program, Neighborhood Access & Mobility Program (NAMP) funds, and other debt proceeds included in the FY 2024 – FY 2029 Capital Improvements Program.

**BACKGROUND INFORMATION:**

***Project Background***

These on-call contracts are used when multiple projects are to be delivered through various programs and funding sources within a limited timeline and specific projects (scope and limits) are not initially known. The Public Works Department previously contracted with five consultants

which provided on-call traffic engineering services for traffic engineering projects. However, those previously executed contracts are expiring soon.

The On-Call Traffic Engineering Consulting Services Agreements will be available to all City of San Antonio (City) departments and will address all aspects of traffic engineering to included traffic related studies, investigations, and remediation plans. Use of these on-call agreements allows for the expedited delivery of transportation systems planning, roadway design, traffic engineering studies, traffic operations design, bicycle and pedestrian facilities.

### ***Procurement of Services***

A Request for Qualifications (RFQ) was released on July 12, 2023, in the San Antonio Hart Beat, the City's website, the Texas Electronic State Business Daily, on TVSA, and through the online bidding website CivCast. Responses were due on August 28, 2023, and fourteen (14) submittals were received. A selection committee consisting of representatives from the City Manager's Office and the Public Works Department evaluated and ranked the submissions and scored the submittals. Scoring was based on the published evaluation criteria, which included Evaluation of Experience, Background, and Qualifications of the Respondent, Key Personnel, and Key Sub-Consultants; Understanding of the Project and Proposed Management Plan; and Experience in the San Antonio Region and Past Performance.

Due to the utilization of federal dollars, the Disadvantaged Business Enterprise (DBE) program of the State of Texas was utilized in place of the Small Business Economic Development Advocacy (SBEDA) Program. The DBE goal for this project is 0%. Kimley-Horn and Associates, Inc.; Pape-Dawson Consulting Engineers, Inc.; and RPS Infrastructure Inc. have committed to meeting the goal.

These agreements were developed utilizing a formal RFQ process; therefore, as required by the Ethics Ordinance, Discretionary Contracts Disclosure Forms are attached.

These vendors have acknowledged to comply with the Heat Illness Prevention Ordinance, approved by City Council on August 31, 2023.

A post-solicitation briefing was held with the Audit and Accountability Committee on October 10, 2023.

### **ISSUE:**

This ordinance approves the negotiation and execution of three (3) On-Call Traffic Engineering Services Agreements with Kimley-Horn and Associates, Inc.; Pape-Dawson Consulting Engineers, Inc.; and RPS Infrastructure Inc. for a total of \$4,980,000.00. Each agreement is in an amount not to exceed \$996,000.00 for a three-year term with an option to renew each agreement for up to two additional one-year extensions at amount up to \$332,000.00 per extension at the City's discretion for a total amount not to exceed \$1,660,000.00 per agreement as needed for traffic engineering analysis and design services related to capital projects citywide. Funding is available from various sources, including General Fund, Certificates of Obligations, Advanced Transportation District (ATD) Program, Neighborhood Access & Mobility Program (NAMP)

funds, and other debt proceeds included in the FY 2024 – FY 2029 Capital Improvements Program.

These on-call agreements will be used for the expedited delivery of transportation systems planning, roadway design, traffic engineering studies, traffic operations design, bicycle and pedestrian facilities. The utilization of these professional traffic engineering consulting services will be defined by the need of each project. Services to be provided under these agreements may include, but are not limited to the following: transportation systems planning services, schematic development services, roadway design services, traffic engineering studies and traffic operations design services, bicycle and pedestrian facilities services, material inspection and testing services, surveying and mapping services, and utility engineering services.

In the event additional services are required outside the scope of any work order, the scope of services and any additional fees related to these services will be agreed upon by the City and the Consultant in writing and in advance of these services being performed.

#### **ALTERNATIVES:**

Alternatively, the City could release a RFQ for each project as needs are identified. However, this would significantly impact the timely delivery of future capital improvement projects.

#### **FISCAL IMPACT:**

This ordinance approving the negotiation and execution of three (3) On-Call Traffic Engineering Services Agreements with Kimley-Horn and Associates, Inc.; Pape-Dawson Consulting Engineers, Inc.; and RPS Infrastructure Inc. for a total of \$4,980,000 for traffic engineering analysis and design services related to capital projects citywide. Each agreement is for a three-year term with an option to renew each agreement for up to two additional one-year extensions for a total amount not to exceed \$1,660,000 per agreement inclusive of renewals. Funding is available from various sources, including General Fund, Certificates of Obligations, Advanced Transportation District (ATD) Program, Neighborhood Access & Mobility Program (NAMP) funds, and other debt proceeds included in the FY 2024 – FY 2029 Capital Improvements Program.

Requirements and associated work activities will be detailed in individual task orders. The City makes no minimum guarantee pertaining to the volume of work. Expenditures for these work orders are subject to available funding and authorized by individual project capital budgets when work is requested. If funding for any work activities is not previously appropriated, funding will be identified and appropriated through subsequent City Council action.

#### **RECOMMENDATION:**

Staff recommends approval of this ordinance negotiation and execution of three (3) On-Call Traffic Engineering Services Agreements with Kimley-Horn and Associates, Inc.; Pape-Dawson Consulting Engineers, Inc.; and RPS Infrastructure Inc. each in an amount not to exceed \$996,000.00 for a three-year term with an option to renew each agreement for up to two additional

one-year extensions at amount up to \$332,000.00 per extension at the City's discretion for a total amount not to exceed \$1,660,000.00 per agreement for as needed for traffic engineering analysis and design services related to capital projects citywide.