

Pre-Solicitation Briefing for On-Call Cultural Resources Consulting Services



Audit Committee

Date: June 11, 2024

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

Project and Solicitation



The Public Works Department is soliciting a Request for Qualifications for up to five 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

- \$600,000 per contract annually
- \$15 million total

Funding Source

- 2022 Bond and other funding sources

Current Contract Status

- Expire 06/21/25

Solicitation Overview



Outreach

- **NIGP Codes Identified**
 - 90648 - Historical Preservation
 - 95630 - Historical Studies and Services
 - 91816 - Archeological Consulting
 - 96101 - Archeological Services, Other than Consulting
 - 91843 - Environmental Consulting
 - 90629 - Environmental and Energy, Architectural Services
 - 92670 - Permitting Services, Environmental
 - 92640 - Ecological Services
 - 90633 - Forensic, Architectural Services
 - 90640 - Graphic Design, Architectural Services
- **Number of Vendors to be Notified**
 - Central Vendor Registry: 445
- **Advertising**
 - TVSA Channel
 - COSA Bidding & Contracting Webpage
 - HartBeat
 - CivCast

Evaluation Voting Members

- John Peterek, Interim Assistant City Manager
City Manager's Office
- Luis Maltos, Assistant Director
Public Works Department
- John Cantu, Environmental Manager
Public Works Department
- Theresa Larson, Environmental Services
Coordinator, Public Works Department
- Matthew Elverson, City Archaeologist
Office of Historic Preservation
- Vincent Michael, Executive Director
The Conservation Society of San Antonio

Solicitation Requirements



Evaluation Criteria

- Experience, Background, Qualifications of Firm, Key Personnel, and Key Sub-Consultants: 45 points
- Understanding of the Project and Proposed Management Plan 45 points
- Experience with the San Antonio Region & Past Performance: 10 points

Additional Requirements

- Audited Financial Statements: Not Required
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable
- DBE Requirements: 8.5%

Project Timeline



Pre-Solicitation

- **Pre-Solicitation Briefing:**
 - June 11, 2024
- **Release Date:**
 - June 17, 2024



Solicitation

- **Pre-Submittal Conference:**
 - June 27, 2024
- **Deadline for Questions:**
 - July 10, 2024
- **Due Date:**
 - August 5, 2024



Post-Solicitation

- **Evaluation Complete:**
 - September 2024
- **Contract Negotiated:**
 - September 2024
- **Post-Solicitation Briefing:**
 - October 8, 2024



Finalization

- **City Council Consideration:**
 - November 2024
- **Contract Start Date:**
 - November 2024



Thank You

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