



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 12

**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 Service Agreements: On-Call Storm Water Civil Engineering Services

**SUMMARY:**

An ordinance approving the negotiation and execution of three (3) On-Call Storm Water Civil Engineering Professional Service Agreements with HDR Engineering, Inc.; Maestas & Associates, LLC.; and Pape-Dawson Engineers, Inc. for stormwater engineering consulting related to capital project city wide as needed for a total of \$19,800,000. Each agreement is for a three-year term with an option to renew each agreement for up to two additional one-year extensions at the City's discretion for a total amount not to exceed \$6,600,000 per agreement inclusive of renewals. Funding is available from various sources, including Storm Water Regional Facility, Storm Water Operating, General Fund, Certificates of Obligation, Tax Notes, and Neighborhood Access and Mobility Program funds included in the FY 2024 – FY 2029 Capital Improvements Program.

**BACKGROUND INFORMATION:**

***Project Background***

These on-call agreements will address all aspects of storm water engineering, including street and roadway design, drainage design, site layouts, surveying, and other special projects. On-call agreements are utilized 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.

### ***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 twenty-two (22) submittals were received. A selection committee consisting of representatives from the City Manager's Office, Public Works, and San Antonio River Authority evaluated and ranked the submissions and scored the submittals. Scoring was based on the published evaluation criteria, including Evaluation of Experience, Background, 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.

These agreements will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and incentive unique to the particular contract to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee set a 17% Minority/Women Business Enterprise (M/WBE) subcontracting goal. Each of the three firms, Maestas & Associates, LLC; Pape-Dawson Engineers, Inc.; and HDR Engineering, Inc., has committed to meeting these goals.

These agreements were developed utilizing a formal RFQ process; therefore, as required by the Ethics Ordinance, a Discretionary Contracts Disclosure Form has been included as an attachment.

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

A post-solicitation briefing was held with the Audit and Accountability Committee on November 14, 2023.

### **ISSUE:**

This ordinance approves the negotiation and execution of three (3) On-Call Storm Water Civil Engineering Professional Service Agreements with HDR Engineering, Inc.; Maestas & Associates, LLC.; and Pape-Dawson Engineers, Inc. for a total of \$19,800,000.00. Each agreement is in an amount not to exceed \$3,960,000.00 for a three-year term with an option to renew each agreement for up to two additional one-year extensions at \$1,320,000.00 per extension at the City's discretion for a total amount not to exceed \$6,600,000.00 per agreement as-needed for storm water engineering consulting services related to capital projects citywide. Funding is available from various sources, including Storm Water Regional Facility, Storm Water Operating, General Fund, Certificates of Obligation, Tax Notes, and Neighborhood Access and Mobility Program funds included in the FY 2024 – FY 2029 Capital Improvements Program.

Staff will use these storm water engineering consulting services on an as-needed basis to assist with storm water improvement projects. The storm water engineering services to be provided by these firms may include preliminary and final design and/or construction documents, cost estimates, plan and/or reports which may include findings, engineering calculations, recommendations, and work product.

**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 Storm Water Civil Engineering Professional Service Agreements with HDR Engineering, Inc.; Maestas & Associates, LLC.; and Pape-Dawson Engineers, Inc. for stormwater engineering consulting related to capital project city wide as needed for a total of \$19,800,000. Each agreement is for a three-year term with an option to renew each agreement for up to two additional one-year extensions at the City's discretion for a total amount not to exceed \$6,600,000 per agreement inclusive of renewals. Funding is available from various sources, including Storm Water Regional Facility, Storm Water Operating, General Fund, Certificates of Obligation, Tax Notes, and Neighborhood Access and Mobility Program funds 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 authorizing the negotiation and execution of three (3) On-Call Storm Water Civil Engineering Professional Service Agreements with HDR Engineering, Inc.; Maestas & Associates, LLC.; and Pape-Dawson Engineers, Inc. each in an amount not to exceed \$3,960,000.00 for a three-year term with an option to renew each agreement for up to two additional one-year extensions at \$1,320,000.00 per extension at the City's discretion for a total amount not to exceed \$6,600,000.00 per agreement as-needed for storm water engineering consulting services related to capital projects citywide.