



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number:

Agenda Date: November 3, 2023

In Control: City Council A Session

DEPARTMENT: Transportation Department

DEPARTMENT HEAD: Tomika Monterville

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Bicycle Network Plan Consultant Services Professional Services Agreement Award

SUMMARY:

This ordinance authorizes a professional services agreement between the City of San Antonio and RS&H, Inc. to provide consulting services related to the development of the Bicycle Network Plan, in an amount not to exceed \$2,700,000.00. Funding for this agreement is available from the FY 2023 Advanced Transportation District Fund.

BACKGROUND INFORMATION:

Project Background

The San Antonio Bike Network Plan (BNP) Update will guide, prioritize, and implement a network of quality bicycle facilities to improve access to options that result in enhanced connectivity, and improve public health, physical activity, safety, employment, recreational opportunities, and overall quality of life for San Antonians. The BNP will address expanded planning horizons from the 2011 Bike Master Plan, new population and transportation growth projections for the City, and an overall increase in the desired transportation projects that

comprehensively addresses non-motorized transportation needs from a system-wide perspective. The BNP will include best practices in sustainable bicycle facility planning, design, implementation, and funding strategies, including the SA Tomorrow Comprehensive, Multi-Modal, and Sustainability Plans.

Three major priorities set the BNP apart from the 2011 Bike Master Plan:

- 1.) Integration of the Howard W. Peak Greenway Trail;
- 2.) Completion of a Health Impact Assessment (HIA); and
- 3.) Providing a Funding Strategy to accompany the Implementation Plan.

Procurement of Services

The Finance Department, Purchasing Division, on behalf of the Transportation Department, released a Request for Qualifications (RFQ) on April 6, 2022 to select a qualified firm to provide consulting services for a Bicycle Network Plan (BNP). The RFQ was advertised in the San Antonio Express-News, TVSA channel, the City's Bidding & Contracting Opportunities website, the San Antonio e-Procurement System (SAePS) and through email notification released to a list of potential Respondents. A pre-submittal conference was held on April 21, 2022, to allow for Respondent questions and clarification to the RFQ. On May 25, 2022, six proposals were received. One respondent was deemed non-responsive for failure to meet the seventeen (17%) Minority/Women-Owned Business Enterprise (M/WBE) required subcontracting program goal. The remaining five proposals were deemed responsive and moved forward for full proposal evaluation. The evaluation committee representatives were Roderick Sanchez, Assistant City Manager; Tomika Monterville, Director, Transportation Department; Bridgett White, Director, Planning Department; Jacob Floyd, Transportation Planning Manager, Transportation Department; and Eliborio Pena, Engineer I, Public Works Department.

The evaluation of each proposal response was based on a total of 100 points: 40 points allotted for Experience, Background, Qualifications; 35 points allotted for Proposed Plan; 10 points allotted (ESBE Prime Contract – 5 points, M/WBE Prime Contract – 5 points) for the Small Business Economic Development Advocacy Program, 10 points allotted for Local Preference Program and 5 points allotted for the Veteran-Owned Small Business Preference Program.

The evaluation committee met to discuss and score all five responsive proposals on July 13, 2022. The three highest-ranked respondents were invited for an interview. The evaluation committee reconvened for interviews and completed final discussion and scoring and recommends RS&H, Inc. for award as the firm receiving the highest collective score from the evaluation categories.

This contract 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/or 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. The recommended firm has committed to meeting the subcontracting goals. The highest ranked firm is not eligible for ESBE Prime Contract Program or the M/WBE Prime Contract Program.

The Local Preference Program was applied in the evaluation of responses received for this contract; however, the highest ranked firm is not a local business. However, the firm has a considerable number of local projects to include clients such as Texas Department of

Transportation (TxDOT) and Alamo Area Metropolitan Planning Organization (AAMPO). This will be critical as we build our partnerships and identify solutions for vulnerable road users.

The Veteran-Owned Small Business Preference Program was applied in the evaluation of responses received for this contract; however, the highest ranked firm is not a veteran-owned small business.

This item was presented as a post-solicitation briefing to the Audit and Accountability Committee on September 21, 2022.

ISSUE:

The professional services agreement with RS&H, Inc. will provide the City of San Antonio with the Bicycle Network Plan. This plan will guide future public infrastructure investment and related public policy that will result in a recommended system of connected, safe and accessible bicycle paths and lanes informed by the existing conditions, interface with existing/planned modes, and forecast of future demand informed by development plans and priorities of the City.

The scope of work will include best practices for safety and sustainability; exploration of possible outcomes and alternatives; an implementation plan including preliminary funding sources; extensive, equitable community engagement; and plan development and drafting. The term of this contract is 24 months, with an option to extend for two additional 12-month periods.

Subcontractors include:

- Kittelson & Associates, Inc.
- Design Workshop
- RJ Rivera Associates
- Chamoy Creative
- Modern Mobility Partners, LLC

ALTERNATIVES:

As an alternative, City Council could choose not to approve; however, the City will lose the opportunity to develop an updated Bicycle Network Plan. The Transportation Department would be required to re-initiate the procurement process, delaying the creation of the Bicycle Network Plan.

FISCAL IMPACT:

This ordinance authorizes a professional services agreement between the City of San Antonio and RS&H, Inc. to provide consulting services related to the development of the Bicycle Network Plan, in an amount not to exceed \$2,700,000.00. Funding for this agreement is available from the FY 2023 Advanced Transportation District Fund.

RECOMMENDATION:

Staff recommends authorizing the award of a professional services agreement to RS&H, Inc. This contract is procured by means of Request for Qualifications and the Contract Disclosure Form is attached.