



# City of San Antonio

## Agenda Memorandum

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**Agenda Item Number:** 4

**Agenda Date:** December 6, 2021

**In Control:** Audit and Accountability Committee Meeting

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**DEPARTMENT:** Public Works Department

**DEPARTMENT HEAD:** Razi Hosseini

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Post-solicitation high profile item for On-Call Environmental Consulting Services

**SUMMARY:**

Post-Solicitation briefing for On-Call Environmental Consulting Services

**BACKGROUND INFORMATION:**

The Public Works Department issued a Request for Qualification (RFQ) for firms to provide on-call or as needed professional environmental consulting services. Services include performance of environmental risk assessments, subsurface investigations, monitoring well and soil boring installation, monitoring well plugging, remediation and construction oversight, third-party documentation reviews, and preparation of regulatory documentation. These services will ensure the City follows federal, state, and local laws, rules, and regulations.

**ISSUE:**

Solicitation Type: Request for Qualifications  
Contract Value: \$12 Million

Terms of Contract: 1 year with 3, 1-year renewal options

Number of Respondents: 16

Contract to be Awarded: 5

Council Consideration: December 16, 2021

Evaluation Criteria:

- Experience, Background, and Qualifications Key Personnel, and Key Sub-Consultants: 45 points
- Understanding the Project and Proposed Management Plan: 35 points
- Experience with the San Antonio Region and Past Performance: 20 points

Disadvantaged Business Enterprise (DBE) Program: 6.5% Goal

SBEDA Program: Not Applicable

Local Preference Program: Not Applicable

Veteran Owned Small Business Preference Program: Not Applicable

Voting Members:

- Roderick J. Sanchez, AICP, CBO, Assistant City Manager, City Manager's Office
- Nefi Garza, Assistant Director, P.E., Public Works Department
- Nina Bittle, P.E., Manager, San Antonio Water System
- John Cantu, Division Manager, Public Works Department
- Caron Lay, Project Control Manager, Public Works Department
- Christopher Arrigo, Design and Construction Coordinator, Parks and Recreation Department
- Leticia Arzate, Sr. Environmental Project Manager, Public Works Department

## **FISCAL IMPACT:**

For briefing purposes only

## **ALTERNATIVES:**

For briefing purposes only

## **RECOMMENDATION:**

Final score matrix for this solicitation is attached. Due diligence conducted for the respondents to the above solicitation included a search of federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. No material findings were noted that would prevent the City from awarding to the selected vendors.

Staff recommends approval to proceed with scheduling this item for City Council consideration.

