

Audit and Accountability Committee



Pre-Solicitation Briefing for On-Call Architectural Services

Date: March 18, 2022

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

Project & Solicitation Overview

The Public Works Department will issue a Request for Qualifications (RFQ) for on-call architectural professional services in order to enable immediate response to time sensitive situations that may arise in connection with City-owned property and construction projects.

Solicitation Type:

Request for Qualifications

Proposed Term:

3-years with 2, 1-year renewals

Estimated Value:

\$2 Million/annually;
\$10 Million total

Current Contract Status:

Expires October 5, 2022

On-Call Architectural Services

Efficient delivery method & historically utilized for:

- Facility Design
- Facility Assessments & Evaluations
- Interior Modifications
- Interior/Exterior Accessibility Compliance
- Roofing Systems



On-Call Architectural Services

Used by multiple City Departments

Building & Equipment Services
Center City Development Office
Convention Sports Facilities
Department of Human Services
Metropolitan Health District
Parks & Recreation
San Antonio Public Library



Deferred Maintenance Projects



Budget Funded Projects



Building & Emergency
Assessments



Minor Renovations

History of On-Call Architectural Services

	Existing On-Call Contracts	Proposed On-Call Contracts
No. of Contracts	8	5
Initial Term	1-Year	3-Years
Extensions	(1) 1-Year	(2) 1-Year
Annual Contract Amount	\$3.2 Million	\$2 Million
Expiration	October 2022	October 2027

Solicitation Overview

Outreach		Evaluation Voting Members
NIGP Codes Identified	<ul style="list-style-type: none">• 90607 - Architect Services, Professional	Roderick Sanchez, Assistant City Manager, City Manager's Office
Number of Vendors to be Notified	<ul style="list-style-type: none">• Central Vendor Registry: 157	Luis E. Maltos, P.E., Assistant Director, Public Works Department
Advertising	<ul style="list-style-type: none">• CivCast• TVSA Channel 21• COSA Bidding Website• The Hart Beat	Rodney Dziuk, Capital Programs Manager, Public Works Department
		Robert Garcia, Assistant Capital Programs Manager, Public Works Department
		Cathleen Crabb, AIA, Senior Architect, Public Works Department
		Eric Reyna, Project Manager, Public Works Department
		Cynthia Saenz-Martinez, Project Manager, Center City Development and Operations Department

Solicitation Requirements

Evaluation Criteria

Experience, Background and Qualifications, Key Personnel & Key Subconsultants: 45 points

Understanding of the Project and Proposed Management Plan: 35 points

Experience with San Antonio Region and Past Experience: 20 points

Additional Requirements

Audited Financial Statements: Not Required

Local Preference Program: Not Applicable

Veteran-Owned Small Business Preference Program: Not Applicable

SBEDA Program: 21% M/WBE Subcontracting Requirement

SBEDA Goal Setting Overview

Goal Setting Committee Members

Michael Sindon, EDD Administrator, Economic Development Department
Luis E. Maltos, P.E., Assistant Director, Public Works Department
Angelica Mata, Interim Assistant Director, Finance Department
Nikki Ramos, Committee Chair & Assistant Director, Parks and Recreation Department
Linda Lopez-George, Director, Research Partnerships & Business Development, UT Health San Antonio

API Applied

SBEDA Program: 21% M/WBE Subcontracting Requirement

- Self-performance by Prime respondents will count toward subcontracting goals.

Availability Analysis

APIs are supported by the following analysis on a contract-by-contract basis:

- Opportunities for S/M/WBEs within the scope of work
- Percentage of S/M/WBEs available in the Central Vendor Registry
- Utilization of S/M/WBEs on historic projects similar in nature

Project Timeline

