

**CITY OF SAN ANTONIO
PUBLIC WORKS DEPARTMENT
Interdepartmental Correspondence**

TO: Erik Walsh, City Manager

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

COPIES: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Roderick J. Sanchez, AICP, CBO, Assistant City Manager; Luis Maltos, P.E., Assistant Director, Public Works Department; Troy Elliott, CPA, Deputy Chief Financial Officer

SUBJECT: Consideration of Completed High-Profile Solicitation

DATE: August 20, 2021

The following high-profile project has completed the solicitation process. This item is presented to the Audit and Accountability Committee for review prior to the full City Council for consideration.

On-Call Mechanical Electrical and Plumbing (MEP) Engineering Services - Public Works Department issued a Request for Qualifications (RFQ) for on-call MEP engineering services for firms to provide on-call or as needed professional mechanical, electrical and plumbing engineering services related to departmental and citywide construction projects. Scope of services may include but are not limited to design services such as assessment and evaluation of facility mechanical, electrical, and plumbing systems; construction phase services such as site visits to confirm the amount and quality of work and perform inspections; and project close-out and warranty follow-up services.

Solicitation Type:	Request for Qualifications
Contracts Value:	\$4.8 Million
Term of Contracts:	1 year with 3, 1-year renewal options
Number of Respondents:	17 (1 response deemed non-responsive due to political contributions made during the prohibited black out period.)
Contracts to be Awarded:	4
Council Consideration:	September 2021
Evaluation Criteria:	Experience, Background and Qualifications, Key Personnel, and Key Sub-Consultants: 45 points Understanding of the Project and Proposed Management Plan: 35 points Experience with the San Antonio Region and Past Performance: 20 points
SBEDA Requirement:	26% M/WBE Subcontracting Requirement
Local Preference Program:	Not Applicable
Veteran Owned Small Business Preference Program:	Not Applicable
Voting Members:	David McCary, Assistant City Manager, City Manager's Office Randy Matyear, Architect, Public Works Department Robert Garcia, Interim Capital Programs Manager, Public Works Department Cathleen Crabb, Architect, Public Works Department Ron Griego, Facilities Administrator, Building and Equipment Services Department

Final Score Matrix*

RFQ - ON-CALL MECHANICAL, ELECTRICAL AND PLUMBING (MEP) ENGINEERING SERVICES (RFQ: #PW040221edm) SCORE SUMMARY *FINAL EVALUATION July 14, 2021	Maximum Points									
A. Experience, Background, Qualifications of Firm, Key Personnel, and Key Sub-Consultants		45	42.60	41.20	41.80	40.60	36.60	37.00	37.40	32.60
B. Understanding of the Project and Proposed Management Plan		35	33.00	31.20	32.40	32.80	31.00	27.80	28.60	24.60
C. Experience with the San Antonio Region & Past Performance		20	18.80	20.00	18.20	17.00	15.00	16.80	14.60	14.00
TOTAL SCORE		100	94.40	92.40	92.40	90.40	82.60	81.60	80.60	71.20
RANK BASED ON TOTAL SCORE		1	2	3	4	5	6	7	8	
RFQ - ON-CALL MECHANICAL, ELECTRICAL AND PLUMBING (MEP) ENGINEERING SERVICES (RFQ: #PW040221edm) SCORE SUMMARY *FINAL EVALUATION July 14, 2021	Maximum Points									
A. Experience, Background, Qualifications of Firm, Key Personnel, and Key Sub-Consultants		45	31.80	31.60	28.60	29.60	28.00	27.60	29.00	26.60
B. Understanding of the Project and Proposed Management Plan		35	25.00	25.60	24.60	27.20	24.40	23.00	25.20	22.00
C. Experience with the San Antonio Region & Past Performance		20	14.20	13.00	15.20	11.40	12.00	12.00	8.00	10.60
TOTAL SCORE		100	71.00	70.20	68.40	68.20	64.40	62.60	62.20	59.20
RANK BASED ON TOTAL SCORE		9	10	11	12	13	14	15	16	

*One evaluation meeting held and no interviews were conducted.

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 committee approval to proceed with scheduling this item for full City Council consideration.