



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 12

Agenda Date: May 18, 2023

In Control: City Council A Session

DEPARTMENT: Public Works Department

DEPARTMENT HEAD: Razi Hosseini

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Professional Service Agreements: On-Call Civil Engineering Services for the Infrastructure Management Program and Neighborhood Access Mobility Program

SUMMARY:

An ordinance approving the negotiation and execution of three Professional Services Agreements with Maestas & Associates, LLC, RPS Infrastructure, Inc., and Gonzalez, Kypuros and White, Inc., for as-needed on-call Civil Engineering Services for the Infrastructure Management Program and Neighborhood Access Mobility Program projects citywide. Each agreement will have an estimated value of \$950,000.00 per year for an initial three-year term with two additional one-year extensions at the City's discretion in an estimated value of \$4,750,000.00 per contract totaling an estimated value of \$14,250,000.00.

BACKGROUND INFORMATION:

The Public Works Department previously contracted with ten consultants to provide on-call civil engineering services. On-call agreements are utilized when multiple projects are delivered through various programs within a limited timeline and when project scopes are not initially known. The previously executed agreements expired in February 2023.

These professional services agreements will be available to Public Works Department to provide as-needed civil engineering services for time-sensitive City improvements and citywide construction projects.

Procurement of Services

A Request for Qualifications (RFQ) for on-call Civil Engineering Services was issued on September 28, 2022. This RFQ was advertised in the San Antonio Hart Beat, on the City's website, the Texas Electronic State Business Daily, and through the electronic bidding website CivCast. A pre-submittal conference was held on October 13, 2022, and responses were due on November 14, 2022. Twenty-four (24) firms responded and submitted their Statement of Qualifications (SOQs). A selection committee consisting of City staff from the City Manager's Office and the Public Works Department evaluated and ranked the submissions. Scoring was based on the published evaluation criteria, including experience, background, qualifications of firm, key personnel, and key sub-consultants, understanding of the project and proposed management plan, and experience with 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 to 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 woman-owned business participation under the contract. The Goal Setting Committee applied a 24% Minority/Women-Owned Business Enterprise Prime Contract Program subcontracting requirement.

These agreements were procured by means of Request for Qualifications and the Contract Disclosure forms for each of these firms are attached.

A post solicitation briefing to the Audit and Accountability Committee was presented on this item on January 31, 2023.

ISSUE:

This ordinance approves the negotiation and execution of three Professional Services Agreements with Maestas & Associates, LLC, RPS Infrastructure, Inc, and Gonzalez, Kypuros and White, Inc., for as-needed on-call Civil Engineering Services for the Infrastructure Management Program (IMP) and Neighborhood Access Mobility Program (NAMP) projects citywide. Each agreement will have an estimated value of \$950,000.00 per year for an initial three-year term with two additional one-year extensions at the City's discretion in an estimated value of \$4,750,000.00 per contract totaling an estimated value of \$14,250,000.00.

As part of the department's continuing efforts to expedite project delivery and complete infrastructure projects, this task order contract will enable Public Works to execute multiple projects delivered through the IMP and NAMP.

The on-call civil engineering services to be provided by these firms include engineering design and preparation of design exhibits for construction associated with IMP sidewalks and NAMP projects, including preparation of Water Pollution Abatement Plan (WPAP) documents for

submittal to Texas Commission on Environmental Quality (TCEQ) as required by TCEQ for projects over the Edwards Aquifer Recharge Zone. Additionally, to support the execution of the Street Maintenance Program (a component of the IMP) field surveillance for pavement preservation and data collection/site investigation for pavement preservation may be required. Additional services include construction project/program related surveys and studies. Areas to be serviced are construction site locations city-wide throughout the city of San Antonio.

ALTERNATIVES:

As an alternative, City Council could choose not to execute these agreements and require staff to advertise these services separately on a per project basis when projects are defined. However, this would significantly impact the timely design and delivery of these projects.

FISCAL IMPACT:

This ordinance approves the negotiation and execution of three on-call Professional Services Agreements with Maestas & Associates, LLC, RPS Infrastructure, Inc, and Gonzalez, Kypuros and White, Inc., each agreement in the amount not to exceed \$950,000.00 per year to provide as-needed civil engineering services for the IMP and NAMP projects citywide. Each agreement is for a term of three years with an option to renew each agreement for up to two additional one-year extensions in an amount not to exceed \$4,750,000.00 per contract at the City's discretion.

Each renewal shall be for identical agreement terms and conditions and will be subject to available funding. Potential funding sources may include: General Fund, the Advanced Transportation District Fund, debt proceeds and other funding sources.

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 approving the negotiation and execution of three Professional Services Agreements with Maestas & Associates, LLC, RPS Infrastructure, Inc, and Gonzalez, Kypuros and White, Inc., for as-needed on-call civil engineering services for the IMP and NAMP projects citywide. Each agreement will have an estimated value of \$950,000.00 per year for an initial three-year term with two additional one-year extensions at the City's discretion in an estimated value of \$4,750,000.00 per contract totaling an estimated value of \$14,250,000.00.