



# City of San Antonio

## Agenda Memorandum

**File Number:**  
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**Agenda Item Number:** 11

**Agenda Date:** April 30, 2024

**In Control:** Audit Committee

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**DEPARTMENT:** Public Works Department

**DEPARTMENT HEAD:** Razi Hosseini

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Post-Solicitation High Profile Briefing for On-Call Construction Inspection Services

**SUMMARY:**

The Public Works Department solicited a Request for Qualifications (RFQ) for up to six firms to provide On-Call Construction Inspection Services to include Storm Water Pollution Prevention Plan (SWPPP) best management practices, attend pre-construction and on-site construction meetings, plan, and specification compliance for bond funded projects, and for other City projects.

**BACKGROUND INFORMATION:**

On November 27, 2023, a Request for Qualifications (RFQ) was released for On-Call Construction Inspection Services. The estimated contract value is \$15,000,000 for an initial contract term of 3 years with 2, 1-year options to renew.

On January 19, 2024, nine (9) responses were received, and all were deemed responsive to move

forward for evaluation. The evaluation committee representatives were David McCary, Assistant City Manager, City Manager's Office; Cathleen Crabb, Senior Architect, Public Works Department; Jeffrey Wurzbach, Landscape Architect, Public Works Department; Evelyn Gamez, Senior Architect, Public Works Department and Ron Griego, Facilities Administrator, Building and Equipment Services Department.

The evaluation committee met to review, discuss, and score all nine proposals on February 16, 2024. The committee recommended awarding contracts to the six highest-ranked respondents.

This item is scheduled for Council consideration on May 16, 2024.

**ISSUE:**

For briefing purposes only

**FISCAL IMPACT:**

For briefing purposes only

**ALTERNATIVES:**

For briefing purposes only

**RECOMMENDATION:**

Staff recommends approval to proceed with scheduling six contracts for City Council consideration to provide On-Call Construction Inspections for the Public Works Department in the estimated total value of \$15,000,000 for 3 years with 2, 1-year options to renew.