



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 16

Agenda Date: May 2, 2024

In Control: City Council A Session

DEPARTMENT: Public Works Department

DEPARTMENT HEAD: Razi Hosseini

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Professional Services Agreement: 2024 Sidewalk Condition Assessment

SUMMARY:

An ordinance approving the execution of a Professional Services Agreement with Roadway Asset Services, LLC in the total amount not to exceed \$1,499,808 for the 2024 Sidewalk Condition Assessment. This agreement is for a one-year term with the option to renew this agreement for up to two additional one-year extensions at the City's discretion. Funding for the first-year term in the amount of \$499,985 is available from Advanced Transportation District funds included in the City's FY 2024 Adopted Budget, and the remaining funding for subsequent year terms will be contingent upon approval of the Adopted Budget.

BACKGROUND INFORMATION:

The City of San Antonio (City) currently has 5,417 miles of existing sidewalks and 1,445 miles of sidewalk gaps. Historically, the City's sidewalk programs have been primarily focused on addressing the number of sidewalk gap miles. However, over the last few years, the City has begun to emphasize the repair of sidewalks through the Public Works Department, utilizing both City crews and contractors. Currently, the City understands the number of existing and gap miles of sidewalk within the City's network, but the condition of the current sidewalk network is not

available.

As part of the FY 2024 Adopted Budget, \$500,000 was included for a comprehensive sidewalk condition assessment to be completed in three phases over the next three fiscal years for a total of \$1.5 million. The assessment will identify sidewalk segments that have deteriorated over time, including cracking, displacements, steep slopes, obstructions, and areas where pedestrian ramps do not exist or are not compliant. Data will be used to develop a rating that will help prioritize sidewalk improvements. Phase 1 will consist of the central area of the City, approximately 36 square miles, modified to follow neighborhood boundaries. Phase 2 will continue with the sidewalk from where Phase 1 stops and extends to Loop 410. Phase 3 will extend out from Loop 410 to the city limits.

As part of the Request for Qualifications submittal, Roadway Asset Services, LLC offered additional data collection items, including a comprehensive inventory of driveway approaches, curbs, and gutters. These items will expand the City's awareness of infrastructure conditions. Public Works will determine if funds are available for these additional data sets and potentially request a contract modification with follow-on Council approval.

This contract with Roadway Asset Services, LLC aims to complete the first phase of the sidewalk condition assessment and subsequent phases as funds become available.

Procurement of Services

A Request for Qualifications (RFQ) for the 2024 Sidewalk Condition Assessment was issued on November 20, 2023. This RFQ was advertised in the San Antonio Hart Beat, on the City's website, TVSA, and through the electronic bidding website CivCast. A pre-submittal conference was held on November 29, 2023, and responses were due on January 17, 2024. Sixteen (16) firms responded and submitted their proposals. A selection committee consisting of representatives from the Public Works Department evaluated, scored and ranked the submittals. Scoring was based on the published evaluation criteria, including Experience, Background, Qualifications of the Respondent, Key Personnel, and Key Sub-Consultants; Understanding of the Project and Proposed Management Plan; and Experience with the San Antonio Region and Past Performance. After the evaluation process, negotiations began with the first-ranked firm; however, negotiations were unsuccessful with the first-ranked firm and therefore the second-ranked firm was contacted to begin negotiations and is recommended for award.

This contract 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 small, minority and women-owned business participation on the contract. The Goal Setting Committee set a 15% Minority/Women Business Enterprise (M/WBE) subcontracting goal. Roadway Asset Services, LLC has committed to meeting the subcontractor participation goal.

This contract was developed utilizing a formal RFQ process; therefore, as required by the Ethics Ordinance for all projects where subjective criteria are used to select the contractor or consultant rather than by low bid, a Contracts Disclosure Form has been included herein as an attachment.

This vendor has acknowledged to comply with the Heat Illness Prevention Ordinance, approved on August 31, 2023 through Ordinance #2023-08-31-0585.

ISSUE:

This ordinance approves the negotiation and execution of a Professional Services Agreement with Roadway Asset Services, LLC in the total amount not to exceed \$1,499,808 for the 2024 Sidewalk Condition Assessment. This agreement is for a one-year term with the option to renew this agreement for up to two additional one-year extensions at the City's discretion. Funding for the first-year term in the amount of \$499,985 is available from Advanced Transportation District funds included in the City's FY 2024 Adopted Budget, and the remaining funding for subsequent year terms will be contingent upon approval of the Adopted Budget.

This contract will provide professional condition assessment collection and survey services, data processing and analysis necessary to produce the first sidewalk condition assessment for the City. The scope of services to be completed by the firm includes but is not limited to:

- Physically assess the sidewalks (minimum of Phase I) for the required attributes and catalog the data
- Assign the data/scores to the segments to be determined by the vendor
- Catalogue the required geographic point data
- By an agreed methodology, calculate the sidewalk's overall condition score per segment
- Deliver a geodatabase in a format consistent and usable by the city Asset Management section GIS system
- Deliver the source data in a usable and convenient manner
- Mobilize to perform additional phase evaluations within an agreed-on schedule (within the performance period of the contract; award of additional phases may extend the performance period of the contract)

Upon approval, the condition assessment is anticipated to begin Phase 1 in the Spring of 2024 and is estimated to be completed in late Fall of 2024. Phases 2 and 3 will be scheduled as funding is secured.

ALTERNATIVES:

Alternatively, the City Council could not approve this agreement and require staff to re-solicit the project; however, the additional time needed for another solicitation process would adversely affect the project's timely completion.

FISCAL IMPACT:

This ordinance approves the negotiation and execution of a Professional Services Agreement with Roadway Asset Services, LLC for a sidewalk condition assessment. This agreement is for a one-year term with the option to renew this agreement for up to two additional one-year extensions at

the City's discretion. The first year's contract amount is anticipated to be \$499,985, the second year \$499,915, and the third year \$499,908 for a total amount not to exceed \$1,499,808.

Funding for the first-year term in the amount of \$499,985 is available from Advanced Transportation District funds included in the City's FY 2024 Adopted Budget and the remaining funding for subsequent year terms will be contingent upon approval of the Adopted Budget.

RECOMMENDATION:

Staff recommends approval of this ordinance.