

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL, SIGNED  
ORDINANCE OR RESOLUTION ADOPTED BY CITY COUNCIL.**

**ORDINANCE**

**APPROVING THE NEGOTIATION AND EXECUTION OF THREE PROFESSIONAL SERVICES AGREEMENTS WITH FACILITY PROGRAMMING AND CONSULTING, BROADDUS & ASSOCIATES AND WESTEAST DESIGN GROUP FOR AS-NEEDED FACILITY PROGRAMMING SERVICES RELATED TO CONSTRUCTION PROJECTS CITYWIDE. EACH AGREEMENT IS FOR AN INITIAL TERM OF ONE YEAR WITH AN OPTION TO RENEW EACH AGREEMENT FOR UP TO THREE ADDITIONAL ONE-YEAR EXTENSIONS AT THE CITY'S DISCRETION IN AN AMOUNT OF \$200,000.00 PER CONTRACT TERM FOR A TOTAL AMOUNT OF \$800,000.00 PER CONTRACT.**

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**WHEREAS**, the Public Works Department previously contracted with three consultants, which provided on-call facility programming services for the City of which the previously executed agreements expired in June 2021; and

**WHEREAS**, these professional services agreements will be available to all City departments and will provide as-needed on-call facility programming services for time-sensitive City improvements and citywide construction projects thus utilizing these on-call agreements will allow for the expedited facility programming services as-needed for citywide construction projects; and

**WHEREAS**, on-call facilities programming services was issued on April 7, 2021 the City received six (6) statements of qualifications and a selection committee made up of City staff from the Public Works Department and the Building and Equipment Services Department evaluated and ranked the submissions; and

**WHEREAS**, these agreements will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, the Goal Setting Committee set a 28% Minority/Women Business Enterprise (M/WBE) subcontracting goal. The recommended firms have committed to meeting the subcontractor participation goals; and

**WHEREAS**, a post solicitation briefing to the Audit and Accountability Committee was held on August 20, 2021; and

**WHEREAS**, this ordinance approves the negotiation and execution of three professional services agreements with Facility Programming and Consulting, Broaddus & Associates and WestEast Design Group for as-needed facility programming services related to construction projects citywide. Each agreement is for an initial term of one year with an option to renew each agreement for up to three additional one-year extensions at the City's discretion in an amount of

\$200,000.00 per contract term for a total amount of \$800,000.00 per contract; **NOW THEREFORE:**

**BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:**

**SECTION 1.** The City Manager or designee is authorized to negotiate and execute three professional services agreements with Facility Programming and Consulting, Broaddus & Associates and WestEast Design Group for as-needed facility programming services related to construction projects citywide. Each agreement is for an initial term of one year with an option to renew each agreement for up to three additional one-year extensions at the City's discretion in an amount of \$200,000.00 per contract term for a total amount of \$800,000.00 per contract.

**SECTION 2.** Funding for this ordinance will be identified when work orders are issued. If funding for any work orders is not previously appropriated, funding will be identified and appropriated through subsequent City Council action. Payment is limited to the amounts budgeted in the Operating, Grants, and/or Capital Budget funding sources identified. All expenditures will comply with Operating, Grants, and/or Capital Budgets for current and future fiscal years.

**SECTION 3.** Payment not to exceed \$200,000.00 is authorized to be encumbered with a purchase order and made payable to Facility Programming and Consulting for as-needed facility programming services related to construction projects citywide.

**SECTION 4.** Payment not to exceed \$200,000.00 is authorized to be encumbered with a purchase order and made payable to Broaddus & Associates for as-needed facility programming services related to construction projects citywide.

**SECTION 5.** Payment not to exceed \$200,000.00 is authorized to be encumbered with a purchase order and made payable to WestEast Design Group for as-needed facility programming services related to construction projects citywide.

**SECTION 6.** The financial allocations in this Ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or the City Manager's designee, correct allocations to specific Fund Numbers, Project Definitions, WBS Elements, Internal Orders, Fund Centers, Cost Centers, Functional Areas, Funds Reservation Document Numbers, and GL Accounts as necessary to carry out the purpose of this Ordinance.

**SECTION 7.** This Ordinance shall be effective immediately upon the receipt of eight affirmative votes; otherwise, it is effective ten days after passage.

DBS  
12/02/21  
Item # 21-3855

**PASSED and APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2021.

**M A Y O R**  
Ron Nirenberg

**ATTEST:**

**APPROVED AS TO FORM:**

\_\_\_\_\_  
Debbie, Racca-Sittre Acting City Clerk

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Andrew Segovia, City Attorney

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