

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 Professional Services for Real Estate Appraisal Services - Public Works Department issued a Request for Qualifications (RFQ) for firms to provide on-call or as needed real estate appraisal services throughout Bexar County, Texas. Property valuation categories may consist of residential, commercial/industrial, undeveloped land, temporary and permanent easements and miscellaneous valuations for partial or total acquisitions.

Solicitation Type:	Request for Qualifications
Contracts Value:	\$2.45 Million
Term of Contracts:	2 years with 3, 1-year renewal options
Number of Respondents:	13
Contracts to be Awarded:	7
Council Consideration:	September 2021
Evaluation Criteria:	Experience, Background, Qualifications: 45 points Understanding of the Real Estate Appraisal Services and Proposed Plan: 35 points Real Estate Knowledge in the San Antonio Region and Past Performance: 20 points
Disadvantaged Business Enterprise Requirement:	8.5% DBE Goal
SBEDA Program:	Not Applicable
Local Preference Program:	Not Applicable
Veteran Owned Small Business Preference Program:	Not Applicable
Voting Members:	Christie Chapman, Assistant Director, Public Works Department Kevin Saddler, Real Estate Supervisor, Public Works Department Deborah Bell, Senior Real Estate Specialist, Neighborhood and Housing Services Department April Vaughn, Properties, Concessions and Business Development Coordinator, Aviation Department Chris Kurzon, Real Estate Manager, Center City Development & Operations Department

Final Score Matrix*

RFQ 2021-027 PW On-Call Real Estate Appraisal Services SCORE SUMMARY *FINAL EVALUATION August 2, 2021	Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F	Vendor G
A. Experience, Background, Qualifications	45	41.20	40.60	39.00	40.20	39.40	37.40	38.40
B. Understanding of the Real Estate Appraisal Services and Proposed Plan	35	31.00	29.40	29.80	27.80	27.20	25.00	28.00
C. Real Estate Knowledge in the San Antonio Region and Past Performance	20	17.80	17.60	18.00	18.60	14.60	17.40	13.00
TOTAL SCORE	100	90.00	87.60	86.80	86.60	81.20	79.80	79.40
RANK BASED ON TOTAL SCORE		1	2	3	4	5	6	7
RFQ 2021-027 PW On-Call Real Estate Appraisal Services SCORE SUMMARY *FINAL EVALUATION August 2, 2021	Maximum Points	Vendor H	Vendor I	Vendor J	Vendor K	Vendor L	Vendor M	
A. Experience, Background, Qualifications	45	35.00	37.60	35.60	34.00	32.80	30.00	
B. Understanding of the Real Estate Appraisal Services and Proposed Plan	35	27.40	26.00	25.00	25.20	23.00	24.60	
C. Real Estate Knowledge in the San Antonio Region and Past Performance	20	16.40	12.40	15.40	14.40	9.00	7.40	
TOTAL SCORE	100	78.80	76.00	76.00	73.60	64.80	62.00	
RANK BASED ON TOTAL SCORE		8	9	9	11	12	13	

*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 department 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.