City of San Antonio

Agenda Memorandum

File Number:
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Agenda Item Number: 10

Agenda Date: March 18, 2022

In Control: Audit and Accountability Committee Meeting

DEPARTMENT: Public Works Department

DEPARTMENT HEAD: Razi Hosseini

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Pre-Solicitation High Profile Item for On-Call Architectural Services

SUMMARY:

The Public Works Department will present a pre-solicitation briefing for selection of qualified firms to provide On-Call Architectural Services. This briefing will allow an opportunity for input from Committee members.

The pre-solicitation briefing will cover the estimated value, project timeline, high profile designation, scope of work, terms of contract, proposed scoring criteria, evaluation committee members, project considerations, and SBEDA Program requirements.

Once responses are received and evaluated, staff will return to provide a post-solicitation presentation and recommendation for award.

BACKGROUND INFORMATION:

The Public Works Department will release a Request for Qualifications (RFQ) for on-call architectural professional services in order to enable immediate response to time sensitive situations that may arise in connection with City-owned property and construction projects. The professional architectural services provided under this agreement may include, but are not limited to the assessment and evaluation of facilities to include, roofing systems, design services for minor interior modifications, improved accessibility for the disabled, periodic field observation as required and development of recommendations for repairs, preparation of plans and specifications for the oversight of any required construction, repair, rehabilitation or alteration of a facility or improvement as necessary.

ISSUE:

For briefing purposes only

FISCAL IMPACT:

For briefing purposes only

ALTERNATIVES:

For briefing purposes only

RECOMMENDATION:

For briefing purposes only