



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 50

Agenda Date: September 29, 2022

In Control: City Council A Session

DEPARTMENT: Planning Department

DEPARTMENT HEAD: Bridgett White

COUNCIL DISTRICTS IMPACTED: District 7, District 5, District 1

SUBJECT:

Bandera Road Corridor Plan Phase 2 Consultant Services Professional Services Agreement Award

SUMMARY:

An Ordinance authorizing a professional services agreement with Astelle, LLC (dba Work5hop) for consultant services related to the development of the Bandera Road Corridor Plan Phase 2, in the amount not to exceed \$400,000 from the FY 2022 Adopted General Fund Budget.

BACKGROUND INFORMATION:

Project Background

The City of San Antonio is projected to grow significantly over the next two decades and ascertaining how to accommodate that growth was the driving objective for the development of the SA Tomorrow Comprehensive Plan. The SA Tomorrow Comprehensive Plan was adopted on August 11, 2016. This Comprehensive Plan identifies three types of sub-area plans: Regional Center Plans, Corridor Plans, and Community Plans.

Corridor Plans are one of the key building blocks of our City's future. In order to leverage their potential to help absorb San Antonio's projected growth, we need a clear vision and strategic plan for key corridors throughout the city. These corridor plans will focus on detailed land use and

urban design; multimodal alternatives; economic development; sustainability and innovation; and an implementation strategy.

Bandera Road is primarily located in San Antonio, Texas, with an approximate 3-mile segment bisecting the City of Leon Valley, Texas. The Bandera Road Corridor links northwest San Antonio and Leon Valley with Downtown San Antonio, connecting many crosstown routes with a direct path to the city center. Phase 1 of the Bandera Road Corridor Plan covered approximately 6.5 miles from Loop 410 to Loop 1604. Phase 2 of the Bandera Road Corridor Plan will continue approximately 4.4 miles from Loop 410 to Culebra Road including a ¼ mile area on each side of the roadway.

Procurement of Services

The Finance Department Purchasing Division, on behalf of the Planning Department, released a Request for Qualifications (RFQ) on March 9, 2022. The RFQ was advertised in the San Antonio Express-News, San Antonio e-Procurement System, City's Bidding and Contracting opportunities website, TVSA, and outreach notices were sent notifying potential respondents of the RFQ and how to apply. A pre-submittal conference was held on March 18, 2022, to allow for Respondent questions and clarification to the RFQ. Two (2) proposals were received by the April 11, 2022 deadline and all were eligible to be evaluated. The Evaluation Committee included representatives from the Planning Department, Transportation Department, Public Works Department, and a local community member.

The evaluation of each proposal response was based on a total of 100 points: 40 points allotted for Experience, Background, Qualifications; and 35 points allotted for Proposed Plan. Small Business Economic Development Advocacy Program was allotted 10 points (SBE Prime Contract – 5 points, M/WBE Prime Contract – 5 points), Local Preference was allotted 10 points, and 5 points were allotted for the Veteran-Owned Small Business Preference Program.

The Evaluation Committee conducted evaluation and scoring on June 13, 2022. The Evaluation Committee recommended Astelle, LLC (dba Work5hop) for award as the firm receiving the highest collective score from the evaluation categories.

The Small Business Economic Development Advocacy (SBEDA) Program was applied to this evaluation process. The highest ranked firm was eligible for all points allotted.

Recommended Award is in accordance with the Local Preference Program, with the recommended respondent received ten (10) points for being headquartered within the incorporated San Antonio city limits.

Recommended Award is in accordance with the Veteran-Owned Small Business (VOSB) Preference Program. The VOSB program was applied in the evaluation of responses received for this contract; however, the highest ranked firm is not a VOSB eligible firm.

ISSUE:

An Ordinance authorizing a professional services agreement with Astelle, LLC (dba Work5hop) for consultant services related to the development of the Bandera Road Corridor Plan Phase 2, in the amount not to exceed \$400,000 from FY 2022 City Council approved and budgeted funding.

The professional services agreement with Astelle, LLC (dba Work5hop) will provide the City of San Antonio with the Bandera Road Corridor Plan Phase 2. This plan will guide future public and private development, public infrastructure investment, and related public policy. The scope of work will include components related to transportation, land use, and market analyses; best practices for technology and sustainability; exploration of possible outcomes and alternatives; preliminary fiscal analysis and conceptual cost estimates; drone photography and design charrettes; on-going public involvement; and plan development and drafting. The term of this contract is 24 months, with an option to extend for two additional 12-month periods. Subcontractors include:

- Ximenes & Associates, Inc.
- Page Southerland Page, Inc.
- HR&A, Inc.
- Nelson/Nygaard Consulting Associates

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. Astelle, LLC dba Work5hop is a small, women-owned firm that received ten (10) evaluation preference points as they are located within the San Antonio Metropolitan Statistical Area and will be both self-performing and subcontracting the 14% Minority and/ or Women-Owned Business Enterprise (M/WBE) subcontracting goal.

Approval of this ordinance will allow the City to implement the SA Tomorrow Comprehensive Plan by continuing the corridor planning program that will guide future public and private development, public infrastructure investment, and related public policies.

ALTERNATIVES:

As an alternative, City Council could choose not to approve; however, the City will lose the opportunity to continue the updated Comprehensive Planning Program that was initiated through the adoption of the SA Tomorrow Comprehensive Plan. The Planning Department would be required to re-initiate the procurement process, delaying implementation of the SA Tomorrow Comprehensive Plan.

FISCAL IMPACT:

An Ordinance authorizing a professional services agreement with Astelle, LLC (dba Work5hop) for consultant services related to the development of the Bandera Road Corridor Plan Phase 2, in the amount not to exceed \$400,000 from the FY 2022 Adopted General Fund Budget.

RECOMMENDATION:

Staff recommends authorizing the award of a professional services agreement to Astelle, LLC (dba Work5hop).

This contract is procured by means of Request for Qualifications and the Contract Disclosure Form is attached.