



City of San Antonio

Agenda Memorandum

File Number:

Agenda Item Number: 23

Agenda Date: October 20, 2022

In Control: City Council A Session

DEPARTMENT: Public Works Department

DEPARTMENT HEAD: Razi Hosseini

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Professional Service Agreements: On-Call Architectural Services

SUMMARY:

Ordinance approving the negotiation and execution of six Professional Services Agreements with Beaty Palmer Architects, Inc., Chesney Morales Partners, Inc., Marmon Mok, LP., Debra J. Dockery, Architect, P.C., WestEast Design Group, and Munoz Architects dba Alta Architects, Inc., for on-call architectural services related to construction projects citywide. Each contract will have an estimated value of \$500,000.00 per year for an initial three-year term with two one-year options to renew for an estimated value of \$2,500,000.00 per contract totaling an estimated value of \$15,000,000.00. Potential funding sources may include, but are not limited to, General Obligation Bond funds, Certificates of Obligation, Tax Notes, the General Fund or other funding sources.

BACKGROUND INFORMATION:

A Request for Qualifications (RFQ) for on-call architectural services was issued on April 18, 2022. This RFQ was advertised in the San Antonio Hart Beat, on the City's website, the Texas Electronic State Business Daily, and through the electronic bidding website CivCast. A pre-submittal conference was held on April 27, 2022, and responses were due on June 2, 2022. Twenty-one (21)

firms responded and submitted their Statement of Qualifications (SOQs). One respondent was deemed non-responsive due to political contributions made during the prohibited period. A selection committee comprised of City staff from the City Manager's Office, Public Works Department and the Center City Development and Operations Department evaluated and ranked the remaining responsive submissions. Scoring was based on the published evaluation criteria, including experience, background and qualifications, key personnel and sub-consultants; understanding of the project and proposed management plan; and experience with the San Antonio region and past performance.

These agreements 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 the amount of small, minority and woman-owned business participation under the contract. The Goal Setting Committee set a 21% Minority/Women Business Enterprise (M/WBE) subcontracting goal. The recommended firms have committed to meeting the subcontractor participation goals.

These agreements were procured using Request for Qualifications and the Contract Disclosure forms for each of these firms are attached.

For this item, a post-solicitation briefing to the Audit and Accountability Committee was held on August 26, 2022.

ISSUE:

This ordinance approves the negotiation and execution of six Professional Services Agreements with Beaty Palmer Architects, Inc., Chesney Morales Partners, Inc., Marmon Mok, LP., Debra J. Dockery, Architect, P.C., WestEast Design Group, and Munoz Architects dba Alta Architects, Inc., for on-call architectural services related to construction projects citywide. Each contract will have an estimated value of \$500,000.00 per year for an initial three-year term with two one-year options to renew for an estimated value of \$2,500,000.00 per contract totaling an estimated \$15,000,000.00.

These professional architectural services may be used as needed during the execution of City projects. These agreements allow consultants to assemble team members of various disciplines to address the potential issues and commence services immediately upon the City's need of service. As part of the department's continuing efforts to improve efficiency, Public Works will utilize services under these agreements to expedite project delivery and completion. These consultants may also be called upon due to unforeseen issues that require minimal design services but are imperative for continued facility operation and community services or benefits.

The professional architectural services provided under this agreement may include, but are not limited to, the assessment and evaluation of facilities:

- Roofing systems;
- Design services for minor interior modifications;

- Improved accessibility for the disabled;
- Periodic field observation as required;
- Design and construction coordination and administration
- Coordination and administration assistance with permitting and code requirements
- Project management and cost estimating services as required per project needs; 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.

The consultants will be expected to perform work identified by City staff through individual task proposals based on needs for services through individual proposals as negotiated with City staff. They will perform services specified by the task orders individually negotiated with City and invoice the City in accordance with compensation terms in the professional service agreement.

These professional services agreements will allow for the immediate execution of work instead of soliciting these services on a per project basis.

ALTERNATIVES:

City Council could choose not to approve these on-call agreements, require separate Request for Qualifications for each project or program management need, and select firms based on qualified experience working with similar projects or programs. However, separate solicitations issued for these projects and programs would significantly impact the timely delivery of future capital improvement projects and programs.

FISCAL IMPACT:

This ordinance approves the negotiation and execution of six Professional Services Agreements with Beaty Palmer Architects, Inc., Chesney Morales Partners, Inc., Marmon Mok, LP., Debra J. Dockery, Architect, P.C., WestEast Design Group, and Munoz Architects dba Alta Architects, Inc., for on-call architectural services related to construction projects citywide. Each contract will have an estimated value of \$500,000.00 per year for an initial three-year term with two one-year options to renew for an estimated value of \$2,500,000.00 per contract totaling a estimated value of \$15,000,000.00. Potential funding sources may include, but are not limited to, General Obligation Bond funds, Certificates of Obligation, Tax Notes, the General Fund or other funding sources.

This action does not encumber funds. Requirements for each task will be detailed in the individual task orders assigned. The City makes no minimum guarantee regarding the volume of work that each consultant may expect. If funding for any work activities were not previously appropriated, funding would be identified and appropriated through subsequent City Council action.

RECOMMENDATION:

Staff recommends approval of this ordinance approving the negotiation and execution of six Professional Services Agreements with Beaty Palmer Architects, Inc., Chesney Morales Partners, Inc., Marmon Mok, LP., Debra J. Dockery, Architect, P.C., WestEast Design Group, and Munoz Architects dba Alta Architects, Inc., for on-call architectural services related to construction projects citywide. Each contract will have an estimated value of \$500,000.00 per year for an initial three-year term with two one-year options to renew for an estimated value of \$2,500,000.00 per contract totaling an estimated value of \$15,000,000.00.