



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 11

**Agenda Date:** April 6, 2023

**In Control:** City Council A Session

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**DEPARTMENT:** Public Works Department

**DEPARTMENT HEAD:** Razi Hosseini

**COUNCIL DISTRICTS IMPACTED:** District 6

**SUBJECT:**

Contract Award: Master Planning and Architectural Design Services for a New Animal Care Services Veterinary Hospital and the Emergency Overflow & Transport Kennel

**SUMMARY:**

An ordinance approving the negotiation and execution of a Professional Master Planning and Architectural Design Services Agreement in an amount not to exceed \$1,397,642.00 payable to Alamo Architects, Inc. for design and construction administration services related to the new Animal Care Services Veterinary Hospital project and the Emergency Overflow & Transport Kennel project located in Council District 6. Funds are available from the 2022 - 2027 General Obligation Bond Program and FY 2023 General Fund and included in the FY 2023 - FY 2028 Capital Improvement Program.

**BACKGROUND INFORMATION:**

***Project Background***

On May 7, 2022, voters approved the 2022 Bond Program authorizing funds in the amount of \$17,284,000.00 were approved as part of the Public Safety Facilities proposition to construct facilities to improve the condition and expansion of veterinarian facilities. Of this amount,

\$15,034,000.00 will be used for a new Animal Care Services Veterinary Hospital located on the existing Animal Care Services (ACS) campus at 4710 Highway 151 in Council District 6.

The current ACS campus was constructed in 2007 primarily to help manage the community's stray animal population and provide services to those community members who could not otherwise afford animal care services. The campus is comprised of eleven buildings that include administrative offices, treatment and holding facilities, operating rooms, and other support services.

The size, capacity, and functionality of the existing animal care services clinic and associated kennels need to be improved for treating an expanding population of injured and curable animals as well as accommodate for the periodic overflow of cases resulting from emergencies. The additional space required to treat and house animals with curable conditions is necessary to alleviate a stressed clinic operating four to five times the intended spay/neutering surgery capacity. This contract will be used to develop a master plan for the ACS campus to include identifying a site for the new hospital building within the campus, facilitating new visitor access requirements, identifying present functional and adjacency deficiencies, and improvements while accommodating for future growth.

### ***Procurement of Services***

A Request for Qualifications (RFQ) was released on August 30, 2022, in the San Antonio Hart Beat, on the City's website, on the Texas Electronic State Business Daily, on TVSA, and through the online bidding website CivCast. Responses were due on October 17, 2022. Three (3) firms submitted their Statement of Qualifications (SOQs), and one firm was deemed non-responsive for not meeting the requirements of the Small Business Economic Development Advocacy (SBEDA) Program of the solicitation. A selection committee comprised of City staff from the City Manager's Office, Public Works Department, Animal Care Services Department, and Building and Equipment Services Department evaluated, scored, and ranked the submissions. Scoring was based on the published evaluation criteria, which included: Experience, Background, Qualifications of Respondent, Key Personnel, and Key Sub-Consultants; Understanding of the Project and Proposed Management Plan; and Experience with the San Antonio Region & Past Performance.

Based on the initial evaluation of the Statements of Qualifications submitted, the committee completed initial scoring on November 17, 2022 and determined to interview both respondents. Interviews and final scoring were conducted on December 16, 2022. Scoring was based on the published evaluation criteria, which included: Experience, Background, Qualifications of Respondent, Key Personnel, and Key Sub-Consultants; Understanding of the Project and Proposed Management Plan; and Experience with the San Antonio Region & Past Performance. Based on the evaluations and rankings, staff recommends Alamo Architects, Inc. be awarded a Professional Master Planning and Architectural Design Services Agreement for a New Animal Care Services Veterinary Hospital and the Emergency Overflow & Transport Kennel.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. Alamo Architects, Inc. has committed to satisfying the 23% Minority and/or Women-Owned Business Enterprise (M/WBE) subcontracting goal.

This contract was developed utilizing a formal Request of Qualifications process; therefore, as required by the Ethics Ordinance, a Contracts Disclosure Form has been attached for each of these firms.

#### **ISSUE:**

This ordinance approves the negotiation and execution of a Professional Master Planning and Architectural Design Services Agreement in an amount not to exceed \$1,397,642.00 payable to Alamo Architects, Inc. for design and construction administration services related to the new Animal Care Services Veterinary Hospital project and the Emergency Overflow & Transport Kennel project located in Council District 6. Funds are available from the 2022 - 2027 General Obligation Bond Program and FY 2023 General Fund and included in the FY 2023 - FY 2028 Capital Improvement Program.

This agreement will provide for the master planning of the ACS campus and the design of a new veterinary hospital and an emergency overflow kennel. Services associated with this agreement will include basic programming, production of construction drawings and specifications, assessments of probable cost, permitting coordination, bid phase services, construction administration, project closeout and other duties typically provided by standard architectural and engineering practices. The master planning and design is anticipated to begin in April 2023.

#### **ALTERNATIVES:**

City Council could choose not to approve this contract; however, doing so would delay the City delivering the voter-approved Bond project for the Animal Care Services Veterinary Hospital and General Funded Emergency Overflow & Transport Kennel, impacting the community's need for such facilities.

#### **FISCAL IMPACT:**

This is a one-time capital improvement expenditure in an amount not to exceed \$1,397,642.00, payable to Alamo Architects, Inc. for design and construction administration services related to the new Animal Care Services Veterinary Hospital project and the Emergency Overflow & Transport Kennel project. Funds are available from the 2022 - 2027 General Obligation Bond Program and FY 2023 General Fund and included in the FY 2023 - FY 2028 Capital Improvement Program.

#### **RECOMMENDATION:**

Staff recommends approval of this ordinance authorizing the negotiation and execution of a Professional Master Planning and Architectural Design Services Agreement in an amount not to exceed \$1,397,642.00 payable to Alamo Architects, Inc. for design and construction administration services related to the new Animal Care Services Veterinary Hospital project and the Emergency Overflow & Transport Kennel project.