

City of San Antonio



AGENDA High Profile Contract Council Committee

Wednesday, August 6, 2014

9:00 AM

Municipal Plaza C Room

A MEETING OF THE HIGH PROFILE CONTRACT COUNCIL COMMITTEE WILL BE HELD IN THE MUNICIPAL PLAZA BLDG, "C" ROOM, 114 W. COMMERCE, SAN ANTONIO, TEXAS 78205 ON WEDNESDAY, AUGUST 6, 2014 AT 9:00 A.M., TO CONSIDER THE FOLLOWING MATTERS FOR DISCUSSION AND POSSIBLE ACTION:

1. Approval of Minutes from the June 10, 2014 High Profile Contract Council Committee Meeting

Individual High Profile Contract Initiatives for consideration:

Pre-Solicitation briefings:

2. Alamodome Concessions and Catering Services [CSF]
3. Land Development, Permit, Inspection, Licensing and Compliance Management Software System [DSD]
4. Design Review Team Services for Residential Acoustical Treatment Program [Aviation]

Post-Solicitation items:

Post-solicitation briefings:

5. District 9 Branch Library [TCI]
6. Harry Wurzbach at Austin Highway Intersection Improvements [TCI]

Consent High Profile Contract Initiatives for consideration:

7. Print Materials, Cataloging and Processing Service [Library]
8. Media, Cataloging and Digital Processing Services [Library]
9. Advanced Traffic Management System Replacement [TCI]
10. On-Call Traffic Engineering [TCI]
11. On-Call Professional Environmental Consulting Services [TCI]
12. On-Call Landscape Architectural Services [TCI]

Executive Session

Consideration of items for future meetings: Next meeting date: September 9, 2014

Adjourn

At any time during the High Profile Contract Council Committee Meeting, the committee may meet in executive session regarding any of the matters posted above in compliance with the Texas Open Meetings Act.

DISABILITY ACCESS STATEMENT

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High Profile Contract Council Committee Members

**Diego Bernal, Dist. 1, Chair | Rebecca Viagran, Dist. 3 | Shirley Gonzales, Dist. 5 |
Ray Lopez, Dist. 6 | Mike Gallagher, Dist. 10**

*** Other members of City Council may attend to observe, but not vote, on matters before the Committee.**

HIGH PROFILE CONTRACT COUNCIL COMMITTEE MEETING MINUTES

TUESDAY, JUNE 10, 2014
10:00 A.M.
MEDIA BRIEFING ROOM

Members Present: Councilmember Diego Bernal, Chair, *District 1*
Councilmember Ivy Taylor, *District 2*
Councilmember Rebecca Viagran, *District 3*
Councilmember Rey A. Saldaña, *District 4*
Councilmember Ray Lopez, *District 6*

Members Absent: None

Staff Present: Troy Elliott, *Finance Director*; Kevin Barthold, *City Auditor*; Ben Gorzell, *Chief Financial Officer*; Debbie Sittre, *Assistant Director, TCI*; Alex Lopez, *Assistant Director, EDD*; Ed Belmares, *Assistant City Manager*; Jed Maebius, *Mayor's Office*; Stephen Whitworth, *Assistant City Attorney*; Sebastian Guajardo, *Special Projects Manager, DCCD*; Carlos Contreras, *Assistant City Manager*; Ray Rodriguez, *Assistant City Attorney*; Jennifer Ramirez, *Contract Coordinator, SAPD*; Janette Torres-Gloria, *Contract Manager, SAPD*; Deputy Chief Anthony Treviño, *SAPD*; Chief William P. McManus, *SAPD*; Assistant Chief Jose Banales, *SAPD*; Dennis Rosenberry, *Administrative Services Officer, SAPD*; Felix Padrón, *Director, DCCD*; Loyce D. Clark, *Assistant Director, Aviation*; Fred Garcia, *Court Clerk, Municipal Court*; Kristie Blust, *Legal Administrator, Municipal Court*; Ryan Cook, *Office of the City Clerk*

Others Present: James Munoz, *KENS 5*; Ed Lopez and Dan Polo, *UR VMS*; Baudi Cepeda and Madeline Gatlin, *LGBS*; Bruce Cummings and Carol Alvarado, *MSB*; Mitsuko Ramos and Bill Kaufman, *K&K Law Firm*; Johnny Shannon, *KTSA 550*; Barry and Tanya Clark, *Scotchchips*

1. Approval of Minutes from the May 13, 2014 High Profile Contract Council Committee Meeting

Councilmember Taylor moved to approve the Minutes from the May 13, 2014 High Profile Contract Council Committee Meeting. Councilmember Lopez seconded the motion. Motion carried unanimously by those present.

Chairman Bernal announced that there would not be a Citizens to be Heard portion of the meeting.

Councilmember Saldaña entered the meeting at this time.

Individual High Profile Contract Initiatives for consideration

Pre-Solicitation briefings:

2. Management of Towing Services [SAPD]

Chief William McManus introduced Dennis Rosenberry and the Management of Towing Services Item.

Mr. Rosenberry provided background information on the City's Towing Services Contracts and stated that the Current Contracts would expire November 30, 2014. He noted that the San Antonio Police Department (SAPD) was recommending the release of a Request For Proposals (RFP) seeking a contractor to Manage Towing Services for the City. He stated that over the proposed Six Year Term, the estimated value of Gross Receipts to the Contractor, based on current fees, would be \$35,051,316 and an estimated value of City Revenue at \$889,800. He stated that the proposed terms would begin December 1, 2014 through November 30, 2017 and includes three, one year extensions. He explained that the Management Services would include Dispatching, Recording, Oversight, Auditing and Reporting. He mentioned that SAPD tows Abandoned Vehicles and Illegally Parked Vehicles in addition to Vehicles that become Evidence as part of Criminal Cases. He stated that Vehicles would be towed under the Asset Forfeiture Proceedings. He noted that Police and City initiated Towing Services would be performed by Multiple Subcontractors who would need to meet current City Qualifications, as well as being Licensed and Experienced. He indicated that Response Times would be reduced in an effort to clear Roadways faster and increase Officer and Citizen Safety. He stated that the RFP identified three National Institute of Government Purchasing (NIGP) Codes and reported that the number of Vendors to be notified were as follows: 24 Central Vendor Registry (CVR); 72 Veteran Owned Small Businesses; and 209 Targeted Vendor Outreach. He added that the City would advertise on TVSA Channel 21, COSA Bidding Opportunities Website and the Express News. He mentioned that the proposal originally submitted to the Public Safety Council Committee requested the release of an RFP in June 2014; however, Committee Members expressed concerns regarding a potential Increase in Towing Fees and the Inability for Current Contractors to recoup any Recent Capital Expenditures. He stated that the Committee recommended extending the Current Towing Contracts for one year. He indicated that Staff provided an Alternate Recommendation of Reducing and Extending the Current Contracts, in accordance with the Public Safety Committee's Recommendations in addition to delaying the release of the RFP. He stated that the extension and delay would afford Staff the opportunity to determine the best course of action for Towing Services.

Councilmember Lopez asked of the concept change and if Control Measures would be implemented within the RFP. Chief McManus replied that the individuals used in the past lacked the experience of the Tow Managers today. He added that Tow Management Companies were used throughout a majority of the largest cities and Tow Management was their expertise. In response to Control Measures, Mr. Rosenberry stated that SAPD requires a Towing Service Response Time of 30 minutes and would continue to require such on a monthly basis; however the Response Time would gradually be decreased from 30 minutes to 14-16 minutes. Councilmember Lopez asked if 30 minutes was a Maximum Response Time. Mr. Rosenberry confirmed that it was.

Councilmember Viagran stated that she was a member of the Public Safety Committee and reiterated the concerns as reported by Mr. Rosenberry. She spoke in favor of the Alternate Recommendation.

Councilmember Taylor thanked Councilmember Viagran and spoke against the concern of the Current Contractors Inability to Recoup Expenditures and added that it should not be a concern of the City's. She then spoke in favor of and accepted the Alternate Recommendation.

Councilmember Saldaña concurred with Councilmember Taylor. Discussion ensued regarding the RFP and Tow Rates.

Chairman Bernal concurred with Councilmember Taylor and asked Mr. Erik Walsh if the proposed RFP was for three years with three, one year extensions. Mr. Walsh replied that it was. Chairman Bernal stated that the construction of the RFP was a challenging process. He suggested that the RFP include definite terms in an attempt to avoid these particular circumstances. Chief McManus concurred with Chairman Bernal and stated that he understood. He noted that the primary intent of the Department is Officer and Public Safety.

No action was required for Item 2.

3. La Villita Leases [DCCD]

Felix Padrón provided information and a brief background of the La Villita RFP. He stated that on March 18, 2014, the Department for Culture and Creative Development (DCCD) presented a recommendation to this Committee requesting the issuance of an RFP to solicit proposals for 25 City-Owned Buildings in the Historic La Villita Arts Village. He stated that the Goals of the La Villita RFP were to advance toward the original objectives of the 1939 La Villita Ordinance and Encourage Participation of Local Artists, Artisans, and Creative Business to partner in an Arts Village to augment the Artistic Aspects of the Facility. He stated that the DCCD would solicit Proposals from Respondents seeking to operate Retail Establishments in 23 City-Owned Buildings, totaling 25 Leases spaces. He noted that two separate RFP's would be issued: The First would solicit proposals for 22 Retail Shops, Galleries and Working Artists Studio Galleries in 20 Buildings; and the Second would solicit proposals for three Restaurants in three Buildings. He described a Working Artist Studio Gallery as a Retail Business operated by a Working Artist that sells Works of Art or Craft produced by hand. He mentioned that a minimum of 50% of the Art exhibited must be produced in the gallery by the Artist. He added that an additional 40% of the Art exhibited must be produced by hand by an Artist, either on or off the premises. He explained that a Gallery was a Retail Business that exhibits and sells Works of the Art or Crafts that are produced by hand off the premises. He noted that a minimum of 90% of the Art or Crafts exhibited and available for purchase must be created/produced by hand by an Artist, Artisan, or Craft Person off premises. He stated that a Retail Shop was a Retail Business that sells Well Designed Goods and Items, that may include Clothing, Apparel, and Accessories for Men, Women, Children, Babies, and Pets and/or Well Designed Items for the Home and Garden.

Mr. Padrón defined a Restaurant as a Retail Business that sells Food and Beverages. He noted that each Restaurant would have an opportunity for Outdoor Patio Seating adjacent to the Lease Space to Activate Plazas and Open Spaces. He indicated that one Restaurant would be required to serve breakfast and lunch at minimum and two Restaurants would be required to serve lunch and dinner at minimum. He spoke of Stakeholder' Meetings and highlighted their feedback: 1) Stakeholders generally supported the RFP Recommendations; 2) Agreed that La Villita needed the changes; 3) San Antonio Conservation Society and the SA Tourism Council submitted letters in support of the RFP. As a result of the meetings, DCCD has made the following changes: DCCD increased the RFP Solicitation Periods to 90 Days and 120 Days, Rental Abatements would be allowed for Capital Improvements and Additional Improvements would be addressed through on-going efforts. He stated that the City of San Antonio (COSA) recognizes that the retail mix was not the only improvement that needed to be made at La Villita. He stated that DCCD would retain the services of a retail expert to serve as a Technical Advisor for the RFP Selection and DCCD was recommending budget improvements for FY 2015 to enhance marketing and programming. He mentioned that a Public Input Meeting was held on April 30, 2014 at the Central Library and indicated that a majority of the attendants were Artists/Business Persons interested in applying. He indicated that the participants were overwhelmingly supportive of the recommendations.

Councilmember Lopez asked if the City was providing support to individuals interested in applying and showing them how to be successful with an RFP. Mr. Padrón replied that they had not but would take providing assistance into consideration. Troy Elliott added that training was part of the Pre-Submittal Process. Sebastian Gujardo stated that all of the tenants were invited to attend a Training Session held in April 2014.

Chairman Bernal commended the DCCD's Public Outreach efforts.

No action was required for Item 3.

4. Construction Services for Hemisfair Historic Homes Rehabilitation and Stabilization Project [TCI]

Debbie Sittre provided a briefing and update on Construction Services for the Hemisfair Historic Homes Rehabilitation and Stabilization Project. She stated that Construction Services would provide 10 existing Historic Homes located inside the Park with Stabilization and Selective Exterior Rehabilitation. She noted that the project was part of the 2012-2017 Bond Program. She stated that the Scope of the Project would include, but was not limited to: Interior and Exterior Building Stabilization; Rehabilitation of Exterior Historical Elements; Mechanical or Electrical or Plumbing Repairs/Renovations; and Site Enhancements. She reported that there were 150 NIGP Construction, Architectural and Engineering Codes identified and 450 Vendors were to be notified. She stated that advertising would take place on TVSA Channel 21, COSA Bidding Opportunities Website, San Antonio Hart Beat, and Texas Electronic State Business Daily.

Chairman Bernal asked if the houses would be occupied by residents. Carlos Contreras replied that the intended use of the houses was for Park Serving.

No Action was required for Item 4.

Post-Solicitation items:

5. Delinquent Accounts Collection Services for Municipal Court- Outstanding Fines, Fees, and Costs [Municipal Court]

Fred Garcia provided a briefing and update on the Delinquent Accounts Collection Services for the Municipal Courts Outstanding Fines, Fees, and Costs. He stated that the scope of the project would require the contractor to perform all necessary services to successfully collect delinquent Fines, Fees, and Costs with all Federal, State and Local Laws, as well as, other Court Requirements. He stated that Cases subject to referral would be Delinquent Adjudicated Traffic, Non-Traffic, Parking and Civil Administrative Violations from a Delinquency Period of a minimum of 60 days and additional cases which have been Delinquent since 2001. He mentioned that expected services would include Producing and Mailing Collection Letters, Delinquent Statements, Electronic and Manual Skip-Tracing for Bad Addresses, Bankruptcy and Death Records Searches, Telephone Calls and Customer Inquires. He noted that pursuant to Article 103.0031 of the Texas Code of Criminal Procedure, the Contractor would be paid a Collection Fee of 30%. He stated that the Collection Fee would be added to the Amount Owed, but would not apply to a fee that had been Dismissed by the Court or to any Amount that has been Satisfied though Time Served Credit or Community Service.

Councilmember Saldaña excused himself from the meeting at this time.

Troy Elliott reported that 29 Vendors were notified and 6 Responses were received, of which 4 received interviews. He stated that as a result of the Minimum Requirements Review, no issues were noted. However, it was discovered during the Due Diligence Review that one Respondent had their Franchise Tax Ended. He noted that the Respondent was not recommended for award. He further reported that one Respondent did not provide Audited Financial Statements. He added that although not providing the Statements did not prohibit the firm from continuing to compete; they were not selected for award. He mentioned that two Respondents Failed to Meet Expectations; one Respondent did not submit Proof of Automobile Insurance; one Respondent indicated that a Subcontractor served on the VIA Transit Board; and Several Firms identified Lawsuits but were still Responsive.

Kevin Barthold stated that there were no Conflicts of Interests indentified.

Councilmember Lopez moved to forward the Delinquent Accounts Collection Services for Municipal Court- Outstanding Fines, Fees, and Costs to the full City Council for consideration. Councilmember Taylor seconded the motion. Motion carried unanimously by those present.

6. Gas Station Concession at the San Antonio International Airport [Aviation]

Loyce Clark provided a briefing and update on the Gas Station Concession at the San Antonio International Airport. He stated that the City sought proposals from Qualified Respondents to provide complete Development, Financing, Design, Construction, Operation, and Maintenance of a Gas Station Concession up to 4.67 acres at the Northeast Corner of Loop 410 and Airport Boulevard at the San Antonio International Airport. He indicated that the Gas Station Concession would provide Gasoline, Diesel Fuel, Standard Inventory and Amenities of a Convenience Store and Fast Food Restaurant.

Mr. Elliott reported that no issues were discovered during the Due Diligence Review.

Councilmember Viagran moved to forward the Gas Station Concession at the San Antonio International Airport to the full City Council for consideration. Councilmember Lopez seconded the motion. Motion carried unanimously by those present.

Other

Discussion on Employee Benefits Consultant Contract

Ben Gorzell provided an update on the Employee Benefits Consultant RFP. He stated that the Department was seeking to hire a Benefits Consultant to review the Civilian Employee Benefits Plans. He stated that the Benefits Consultant that was selected currently worked for the Legacy Task Force and was also working to support the Collective Bargaining Team with the Uniformed Fire and Police Employees. He noted that an Addendum was placed within the RFP stating that the City intends to merge all plans into one contract. He reported that the RFP received eight responses of which three were eligible to be considered and five were Deemed Non-Responsive. He indicated that many of the Bidders did not provide much detail regarding Uniformed Employee Benefits which would have allowed the City to bring both Civilian and Uniformed Employee Plans under one contract. He stated that after review of the Responses, the Department opted for a One-Year Civilian Contract instead of a Multi-Year Contract. He mentioned that early next year, the City intends to issue another RFP for both Civilian and Uniformed Employees. He noted that the goal of the Department was to return to One Contract for both Civilian and Uniformed Employees.

Councilmember Viagran asked if any details could be provided. Mr. Gorzell replied that Contract Negotiations were completed today and more detail would be listed in the Request For Council Action (RFCA) Memo.

Executive Session

The Executive Session was not held.

Consideration of items for future meetings: Next meeting date: July 8, 2014

Adjourn

There being no further discussion, the meeting was adjourned at 11:21 a.m.

Respectfully Submitted,

Diego Bernal, Chair

Ryan J. Cook, Office of the City Clerk



City of San Antonio

Agenda Memorandum

File Number: 14-1681

Agenda Item Number: 2.

Agenda Date: 8/6/2014

In Control: High Profile Contract Council Committee

TO: Sheryl Sculley, City Manager
FROM: Michael J. Sawaya, Convention & Sports Facilities Director
COPY: High Profile Contract Council Committee; Ed Belmares, Assistant City Manager; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor
SUBJECT: **Pre-Solicitation Briefing for the Alamodome Concessions and Catering Services Contract**
DATE: August 6, 2014

The Convention & Sports Facilities Department will present a pre-solicitation briefing on the Alamodome Concessions and Catering Services contract which was presented in the Bi-Annual High Profile Report. This briefing will allow an opportunity for input and direction from Committee members.

This pre-solicitation briefing will cover estimated contract value, projected timeline, high profile designation, scope of the project, terms of the contract, audited financial statements, proposed scoring criteria, evaluation committee members, project considerations, local preference applicability, veteran owned small business preference program applicability and SBEDA Program requirements.

The Alamodome Concessions and Catering Services contract covers all food and beverage service on an exclusive basis for events held in the Alamodome. Included are the rights to provide non-alcoholic and alcoholic beverage services, non exclusive services customarily related to catering, and non-exclusive merchandise or novelty sales and services. The current Alamodome Concessions and Catering Services Contract expires on September 30, 2015.



City of San Antonio

Agenda Memorandum

File Number: 14-1682

Agenda Item Number: 3.

Agenda Date: 8/6/2014

In Control: High Profile Contract Council Committee

TO: Sheryl Sculley, City Manager

FROM: Roderick J. Sanchez, Director, Development Services

COPY: High Profile Contract Council Committee
Ben Gorzell, Jr., CPA Chief Financial Officer
Ed Belmares, Assistant City Manager
Troy Elliott, CPA, Finance Director
Kevin Barthold, City Auditor

SUBJECT: **Pre-Solicitation Briefing for Land Development, Permit, Inspection, Licensing and Compliance Management Software System**

DATE: August 6, 2014

The Development Services Department will present a pre-solicitation briefing for the procurement of a Land Development, Permit, Inspection, Licensing and Compliance Management Software System. The discussion will outline the scope of the project and provide an overview of the solicitation process, timeline and estimated term and value of the project.

The scope of the project is to replace Development Service's Land, Permit, Inspection, License and Compliance Management systems. These systems are based on legacy technologies that are unable to easily adapt to changing business needs. Current challenges include insufficient mobile workforce technology capabilities, process inefficiencies due to paper-based practices, overall system limitations and a lack of robust reporting and business analytics. With this replacement project, the City will provide greater customer service, increase operational efficiencies across all lines of business, maintain system and data security and enable greater transparency into our operations.

Due to the complexities of replacing these systems, Development Services provided a post-solicitation briefing to the HPCCC in December, 2013 to discuss its efforts in hiring a consultant, Gartner Inc., to help select the best enterprise solution. Gartner, in partnership with Development Services and ITSD, has documented requirements, performed a market analysis, analyzed alternatives, developed a solution implementation roadmap, identified risks, and is preparing a Request for Competitive Sealed Proposals (RFCSP). The RFCSP is expected to be released in September, 2014. Due to the impact to our critical services, we highly recommend support and approval of this initiative.



City of San Antonio

Agenda Memorandum

File Number: 14-1683

Agenda Item Number: 4.

Agenda Date: 8/6/2014

In Control: High Profile Contract Council Committee

TO: Sheryl Sculley, City Manager

FROM: Loyce D. Clark, Assistant Director, Aviation Department

COPIES TO: High Profile Contract Council Committee, Ed Belmares, Assistant City Manager, Frank R. Miller, Director, Aviation Department, Ben Gorzell, Jr., CPA, Chief Financial Officer, Kevin Barthold, City Auditor and File

SUBJECT: **Pre-Solicitation Briefing for Design Review, Inspection and Testing for the Residential Acoustical Treatment Program**

DATE: August 6, 2014

The Aviation Department will present a pre-solicitation briefing on the Design Review, Inspection and Testing for the Residential Acoustical Treatment Program (RATP). This briefing will allow an opportunity for input and direction from Committee members.

The pre-solicitation briefing will cover estimated contract value, projected timeline, high profile designation, scope of the project, terms of the contract, evaluation committee members, local preference applicability, veteran owned small business preference program applicability and DBE Program requirements.

The RATP provides acoustical treatments for qualifying single and multi-family residences in order to decrease the decibel level of aircraft noise by 5%, in accordance with the Federal Aviation Regulation, Part 150, Airport Noise Compatibility Planning Program.

The RATP is an ongoing, multi-year program structured to provide an orderly progression from the first phase of selecting eligible residences through the final inspections. The RATP utilizes the design-build alternative delivery method for construction as provided under Texas law. The law requires the City to obtain independent evaluation and quality control over the RATP by procuring an independent design review, inspection and testing consultant.



City of San Antonio

Agenda Memorandum

File Number: 14-1684

Agenda Item Number: 5.

Agenda Date: 8/6/2014

In Control: High Profile Contract Council Committee

TO: Sheryl Sculley, City Manager

FROM: Mike Frisbie, P.E., Director, Transportation and Capital Improvements

COPIES TO: High Profile Contract Council Committee; Peter Zaroni, Deputy City Manager; Ben Gorzell Jr., CPA, Chief Financial Officer; Troy Elliott, Finance Director; Kevin Barthold, City Auditor

SUBJECT: **Construction Services for a New Council District 9 Branch Library Post Solicitation Update**

DATE: August 6, 2014

The Transportation and Capital Improvements (TCI) Department issued a Request for Competitive Sealed Proposal (RFCSP) for construction of a new Council District 9 Library, which was included as an individual High Profile Contract Initiative on the Second Six Month Bi-Annual High Profile Report for FY 14.

On May 12, 2012, San Antonio voters approved the 2012 - 2017 Bond Program, consisting of five propositions totaling \$596 Million. The Bond Program funds will be used on various capital improvement projects, to address community infrastructure needs and improve the overall quality of life in San Antonio. As part of that program, \$7,000,000 in Library, Museum and Cultural Arts Improvements General Obligation Bond funds were approved for the development of a new branch library in Council District 9.

City Council, during its May 2, 2013 meeting, approved the purchase of an 8,000 square foot facility residing on 5.5 acres of privately-owned real property located at 2515 East Evans Road. The approval of this purchase has allowed the City to fulfill a commitment made to citizens of San Antonio in the voter approved 2012 Bond Program to build a new branch library north of Loop 1604 and east of Highway 281 through the adaptive reuse of an existing building. The new branch library will be based on a new technology focused service model, the first of its kind in the City, which will place emphasis on technology use, synthesis and digital information in support of both independent learning and collaborative work.

The construction services to be provided include, but are not limited to: Demolition of existing kitchen equipment, fixtures, flooring and ceilings; and, new construction (excluding restrooms and electrical room) of the existing building's interior.

A RFCSP was released in May 2014. This RFCSP was advertised in the San Antonio Hart Beat, on the City's website the Texas Electronic State Business Daily and Television San Antonio (TVSA). Responses were due on June 17, 2014. A selection committee consisting of representatives from the Library Department, Transportation and Capital Improvements Department, and the project consultant evaluated and ranked the submissions. Scoring for this RFCSP was based on the published evaluation criteria, which included: Background, Experience and Qualifications of Prime Firm, Key Personnel and Sub-Consultants including Co-Respondent, Joint Venture Party or Partner; Understanding of the Project and Proposed Management Plan; Team's Experience with San Antonio Region Issues and Past Experience with San Antonio Area Issues; Price Proposal; and SBE Prime Contract Program preference points.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the SBE Prime Contract Program with fifteen (15) evaluation preference points, 29% SBE subcontracting and 24% M/WBE subcontracting with 2% AABE goals out of the M/WBE subcontracting goals.

This item is tentatively scheduled for Council consideration in mid August 2014.



City of San Antonio

Agenda Memorandum

File Number: 14-1685

Agenda Item Number: 6.

Agenda Date: 8/6/2014

In Control: High Profile Contract Council Committee

TO: Sheryl Sculley, City Manager

FROM: Mike Frisbie, P.E., Director, Transportation and Capital Improvements

COPIES TO: High Profile Contract Council Committee; Peter Zaroni, Deputy City Manager; Ben Gorzell Jr., CPA, Chief Financial Officer; Troy Elliott, CPA, Finance Director; Kevin Barthold, City Auditor

SUBJECT: **Post-Solicitation Briefing for Engineering Design Services for Harry Wurbach at Austin Highway Intersection Improvements**

DATE: August 6, 2014

The Transportation and Capital Improvements (TCI) Department issued a Request for Qualifications for Engineering Design Services for the Harry Wurzbach at Austin Highway Intersection Improvements, an Alamo Area Metropolitan Planning Organization Project, located in Council District 10 and 2, which was added as an individual High Profile Contract Initiative to the Second Six Month Bi-Annual High Profile Report for FY 14.

The Harry Wurzbach at Austin Highway Intersection Improvements is an approved Alamo Area Metropolitan Planning Organization project. As part of the efforts to improve the intersection at Harry Wurzbach at Austin Highway, the Texas Department of Transportation (TxDOT) will be designing and constructing improvements to the entrance and exit ramps from Harry Wurzbach to Austin Highway. The City will design and construct the roadway improvements at Harry Wurzbach at Austin Highway. These improvements include: roadway, bridge, retaining walls, sidewalks, utilities, pavement markings and signage, traffic signals and storm drainage.

The design firm will (a) design and prepare plans for bid, (b) adhere to federal regulations (c) perform the project survey and geotechnical services required to clarify design needs and criteria, (d) coordinate with TxDOT and (e) provide construction phase services.

A Request for Qualifications (RFQ) was released in May 2014 for professional engineering design services for this project. The RFQ was advertised in the San Antonio Hart Beat, on the City's website, the Texas Electronic State Business Daily and Television San Antonio (TVSA). A selection committee consisting of representatives from Transportation and Capital Improvements evaluated and ranked the submissions. Scoring was based on published evaluation criteria, which included: Experience of the Prime Firm, Key Personnel and Sub-consultants; Proposed Management Plan; Team's Experience with San Antonio Region Issues and Past

Experience with San Antonio Area Issues; and Small and Minority / Women-Owned Business (SBE / MWBE) preference points.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Small and Minority/Women-Owned Business Enterprise Prime Contract Program with ten (10) evaluation preference points and 25% SBE Sub-contracting Program.

This item is tentatively scheduled for Council consideration in September 2014.



City of San Antonio

Agenda Memorandum

File Number: 14-1686

Agenda Item Number: 7.

Agenda Date: 8/6/2014

In Control: High Profile Contract Council Committee

TO: Sheryl Sculley, City Manager

FROM: Ramiro S. Salazar, Library Director

COPY: High Profile Contract Committee; Ben Gorzell Jr., CPA, Chief Financial Officer; Gloria Hurtado, Assistant City Manager; Kevin Barthold, City Auditor

SUBJECT: **Post Solicitation Briefing for Print Materials, Cataloging and Processing Service**

DATE: August 6, 2014

The Library Department will provide a post-solicitation briefing on the Print Materials, Cataloging and Processing Service which was presented as a Consent High Profile Contract Initiative for consideration on the Bi-Annual High Profile Report.

The post-solicitation briefing will include an overview of the procurement, estimated contract value, high profile designation, term of resultant contract, project scope of services and considerations, scoring criteria, SBEDA program requirements, local preference program applicability, veteran-owned small business program applicability, project timeline, and identification of evaluation committee members.

On May 22, 2014, a Request for Competitive Sealed Proposals (RFCSP) was released to select a qualified respondent to provide print materials in support of the collection goals of the library system including adult and juvenile hardcover books, adult and juvenile paperback books, adult technical/reference editions and university or small press. Processing and cataloging services associated with the print items were also included in the scope of the solicitation. One proposal was received in response to this solicitation.

A selection committee consisting of Gloria Hurtado, Assistant City Manager, and managerial and technical representatives from the Library Department evaluated the proposal. The selection committee evaluated the quality of the proposal based on the published criteria, which included: experience, background and qualifications; proposed plan; and pricing. The SBEDA ordinance was waived due to a lack of availability of local vendors. The recommended vendor was unanimously deemed qualified by the selection committee to provide the contract scope using a reasonable proposed plan at a reasonable price and was recommended for award.

If you have any questions regarding this report, please contact me at 207-2644.



City of San Antonio

Agenda Memorandum

File Number: 14-1687

Agenda Item Number: 8.

Agenda Date: 8/6/2014

In Control: High Profile Contract Council Committee

TO: Sheryl Sculley, City Manager

FROM: Ramiro S. Salazar, Library Director

COPY: High Profile Contract Committee; Ben Gorzell Jr., CPA, Chief Financial Officer; Gloria Hurtado, Assistant City Manager; Kevin Barthold, City Auditor

SUBJECT: **Post Solicitation Briefing for Annual Contract for Media, Cataloging and Digital Processing Services**

DATE: August 6, 2014

The Library Department will provide a post-solicitation briefing on the Annual Contract for Media, Cataloging and Digital Processing Services which was presented as a Consent High Profile Contract Initiative for consideration on the Bi-Annual High Profile Report.

The post-solicitation briefing will include an overview of the procurement, estimated contract value, high profile designation, term of resultant contract, project scope of services and considerations, scoring criteria, SBEDA program requirements, local preference program applicability, veteran-owned small business program applicability, project timeline, and identification of evaluation committee members.

On May 16, 2014, a Request for Competitive Sealed Proposals (RFCSP) was released to select a qualified respondent to provide physical media materials in support of the collection goals of the library system including DVDs, Blu-Ray, CDs and Audiobooks. Processing and cataloging services associated with the media items were also included in the scope of the solicitation. Two proposals were reviewed in response to this solicitation.

A selection committee consisting of Gloria Hurtado, Assistant City Manager, and managerial and technical representatives from the Library Department evaluated the proposals. The selection committee evaluated the proposals based on the published criteria, which included: experience, background and qualifications; proposed plan; and pricing. The SBEDA ordinance was waived due to a lack of availability of local vendors. The recommended vendor was unanimously selected.

If you have any questions regarding this report, please contact me at 207-2644.



City of San Antonio

Agenda Memorandum

File Number: 14-1688

Agenda Item Number: 9.

Agenda Date: 8/6/2014

In Control: High Profile Contract Council Committee

TO: Sheryl Sculley, City Manager

FROM: Mike Frisbie, P.E., Director, Transportation and Capital Improvements

COPIES TO: High Profile Contract Council Committee; Peter Zaroni, Deputy City Manager; Ben Gorzell, Jr., CPA, Chief Financial Officer; Troy Elliott, CPA, Finance Director; Kevin Barthold, City Auditor

SUBJECT: **Advanced Traffic Management System Replacement Post-Solicitation Update**

DATE: August 6, 2014

The Transportation and Capital Improvements Department will provide a post-solicitation briefing on Request for Competitive Sealed Proposals for Advanced Traffic Management System Replacement, which was presented as a consent item on the Bi-Annual High Profile Report.

TCI desires to replace the existing Advanced Traffic Management System (ATMS) and provide three (3) years of support services for the new system. The Traffic Management Section of TCI utilizes its ATMS to improve traffic operations, minimize congestion, and improve maintenance response times at those intersections. The Transportation and Capital Improvements Department seeks a software system for both central control and local intersection control that is capable of managing a large scale traffic signal system comprised of a maximum of 2,000 signalized intersections. The solution shall provide the City with a software system that allows the City to improve the overall operation of its traffic signal network through real-time communications, a more proactive management system via automated system queries and alerts, respondent-managed seamless transition from the old software system to the new software system, a high level of security, operation within the existing network and intersection hardware infrastructure. It will also provide enablement of future integration with advanced or emerging devices, other government agencies, and geospatial intelligence, and on-going application administration and support services following initial installation.

A Request for Competitive Sealed Proposals (RFCSP) was released on April 1, 2014. This RFCSP was advertised in the San Antonio Express News, the Commercial Recorder, on the City's website, and Television San Antonio (TVSA). A selection committee consisting of representatives from Transportation and Capital Improvements and the Information Technology Services departments evaluated and ranked the submissions. Scoring was based on published evaluation criteria, which included: Experience, Background and

Qualifications, Proposed Plan; and Price.

This item is tentatively scheduled for Council consideration in August 2014.



City of San Antonio

Agenda Memorandum

File Number: 14-1689

Agenda Item Number: 10.

Agenda Date: 8/6/2014

In Control: High Profile Contract Council Committee

TO: Sheryl Sculley, City Manager

FROM: Mike Frisbie, P.E., Director, Transportation and Capital Improvements

COPIES TO: High Profile Contract Council Committee; Peter Zaroni, Deputy City Manager; Ben Gorzell Jr., CPA, Chief Financial Officer; Troy Elliott, CPA, Finance Director; Kevin Barthold, City Auditor

SUBJECT: **On-Call Services for Traffic Engineering Post-Solicitation Update**

DATE: August 6, 2014

The Transportation and Capital Improvements Department will provide a post-solicitation briefing on Request for Qualifications for On-Call Services for Traffic Engineering, which was presented as a consent item on the Bi-Annual High Profile Report.

Currently, TCI contracts with three (3) consultants that provide on-call traffic engineering services for the City. These services include field investigation and measurement, traffic data collections, existing and ultimate condition evaluation, calculations, development of alternatives, design, Level of Service (LOS) analysis, proposed improvement evaluation and recommendations, and cost estimating. TCI utilizes these professional services to expedite project delivery and ensure compliance with Local, State and Federal regulations.

A Request for Qualifications (RFQ) was released on May 2, 2014 for on-call services for traffic engineering. This RFQ was advertised in the San Antonio Hart Beat, on the City's website, the Texas Electronic State Business Daily and Television San Antonio (TVSA). A selection committee consisting of representatives from Transportation and Capital Improvements evaluated and ranked the submissions. Scoring was based on published evaluation criteria, which included: Experience of the Prime Firm, Key Personnel and Subconsultants; Proposed Management Plan; Team's Experience with San Antonio Region Issues and Past Experience with San Antonio Area Issues; and, Small and Minority / Women-Owned Business (SBE / MWBE) preference points.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the

Small and Minority/Women-Owned Business Enterprise Prime Contract Program with twenty (20) evaluation preference points.

This item is tentatively scheduled for Council consideration in September 2014.



City of San Antonio

Agenda Memorandum

File Number: 14-1690

Agenda Item Number: 11.

Agenda Date: 8/6/2014

In Control: High Profile Contract Council Committee

TO: Sheryl Sculley, City Manager

FROM: Mike Frisbie, P.E., Director, Transportation and Capital Improvements

COPIES TO: High Profile Contract Council Committee; Peter Zaroni, Deputy City Manager; Ben Gorzell Jr., CPA, Chief Financial Officer; Troy Elliott, CPA, Finance Director; Kevin Barthold, City Auditor

SUBJECT: **On-Call Professional Environmental Consulting Services Post-Solicitation Update**

DATE: August 6, 2014

The Transportation and Capital Improvements Department will provide a post-solicitation briefing on Request for Qualifications for On-Call Professional Environmental Consulting Services, which was presented as a consent item on the Bi-Annual High Profile Report.

Currently, TCI contracts with six (6) consultants that provide on-call environmental consulting services for the City. These services include Phase I Environmental Site Assessments (hereafter referred to as "ESAs"), Phase II ESAs, Limited Phase II ESAs, Phase III ESAs (including Remediation and Construction Oversight), Affected Property Assessment Reports, Brownfield Site Assessments, Leaking Petroleum Storage Tank assessments, and Spill Prevention Control and Countermeasure plans. TCI utilizes these professional services to expedite project delivery and ensure compliance with Local, State and Federal environmental regulations.

A Request for Qualifications (RFQ) was released on May 5, 2014 for on-call professional environmental consulting services. This RFQ was advertised in the San Antonio Hart Beat, on the City's website, the Texas Electronic State Business Daily and Television San Antonio (TVSA). A selection committee consisting of representatives from Transportation and Capital Improvements evaluated and ranked the submissions. Scoring was based on published evaluation criteria, which included: Experience of the Prime Firm, Key Personnel and Subconsultants; Proposed Management Plan; and Team's Experience with San Antonio Region Issues and Past Experience with San Antonio Area Issues.

This item is tentatively scheduled for Council consideration in September 2014.



City of San Antonio

Agenda Memorandum

File Number: 14-1691

Agenda Item Number: 12.

Agenda Date: 8/6/2014

In Control: High Profile Contract Council Committee

TO: Sheryl Sculley, City Manager

FROM: Mike Frisbie, P.E., Director, Transportation and Capital Improvements

COPIES TO: High Profile Contract Council Committee; Peter Zaroni, Deputy City Manager; Ben Gorzell Jr., CPA, Chief Financial Officer; Troy Elliott, CPA, Finance Director; Kevin Barthold, City Auditor

SUBJECT: **On-Call Landscape Architectural Services Post-Solicitation Update**

DATE: August 6, 2014

The Transportation and Capital Improvements Department will provide a post-solicitation briefing on Request for Qualifications for On-Call Landscape Architectural Services which was presented as a consent item on the Bi-Annual High Profile Report.

Currently, TCI contracts with three (3) consultants that provide on-call architectural landscape services for the City. These services include park master planning, development of conceptual design plans, preparation of detailed plans and specifications related to the construction of grading and drainage improvements, basic hardscape and paving development, playground design, planting and irrigation improvements, accessibility enhancements for those with disabilities and cost estimating services. TCI utilizes these professional services to expedite delivery and completion of time sensitive design projects.

A Request for Qualifications (RFQ) was released on April 14, 2014 for on-call landscape architectural services. This RFQ was advertised in the San Antonio Hart Beat, on the City's website, the Texas Electronic State Business Daily and Television San Antonio (TVSA). A selection committee consisting of representatives from Transportation and Capital Improvements and Parks and Recreation evaluated and ranked the submissions. Scoring was based on published evaluation criteria, which included: Experience of the Prime Firm, Key Personnel and Subconsultants; Proposed Management Plan; Team's Experience with San Antonio Region Issues and Past Experience with San Antonio Area Issues; and, Small and Minority / Women-Owned Business (SBE/MWBE) preference points.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small,

minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Small and Minority/Women-Owned Business Enterprise Prime Contract Program with twenty (20) evaluation preference points.

This item is tentatively scheduled for Council consideration on August 21, 2014.