

## A G E N D A



## Recommendation for Council Action (CMD)

Austin City Council		Item ID:	39791	Agenda Number	4.
Meeting Date:	February 12, 2015				
Department:	Contract Management				
Subject					
Authorize negotiation and execution of a professional services agreement with the following five staff recommended firms (or other qualified responders)to RFQ Solicitation No.CLMP164: MWM DESIGNGROUP(WBE /FW), ASAKURA ROBINSON COMPANY LLC(MBE /MA), FREESE AND NICHOLS, INC., DANIEL WOODROFFE GROUP, LLC dba DWG, and RVE INC/RVi, for the 2015 landscape architecture rotation list for an estimated period of two years or until financial authorization is expended, for a total contract amount not to exceed \$5,000,000 divided among the five firms.					
Amount and Source of Funding					
Funding is available in the Capital and/or Operating and Maintenance Budgets of the various departments requiring services.					
Fiscal Note					
There is no unanticipated fiscal impact. A fiscal note is not required.					
Purchasing Language:	Staff recommendations are the most qualified firms out of thirteen firms evaluated through the City's qualification-based selection process.				
Prior Council Action:					
For More Information:	Scott Hilton, 512-974-7054; Rolando Fernandez, 512-974-7749; Elizabeth Godfrey-Weidig, 512-974-7141				
Boards and Commission Action:					
Related Items:					
MBE / WBE:	This contract will be awarded in compliance with City Code Chapter 2-9B Minority Owned and Women Owned Business Enterprise Procurement Program by meeting the goals with 15.80% MBE and 15.80% WBE participation.				
Additional Backup Information					

Rotation list contracting allows the City to always have a group of qualified consultants available to perform a specific type of recurring work in a timely manner to meet the project needs of various City departments. Firms are selected through the City's standard Qualifications Based Selection process.

The Qualification Based Selection process is a nationally recognized practice for selecting professional services for Federal, State and Local governments. Professional services as defined by the State of Texas include the following: Engineering, Architectural, Surveying, Landscape Architecture, Commissioning and Comprehensive Planning. In Texas, Chapter 2254 of the Government Code lays out a process for the selection of professional services consultants based strictly on demonstrated competence and qualifications. After award of a contract, statute lays out a provision for payment of a fair and reasonable price through negotiation with the selected vendor or vendors.

The current Qualifications Based Selection process employed by the City has been in place since 2012. The process is following the basic framework of Chapter 2254. It includes eight evaluation criteria items totaling 100 points. The scored Evaluation Criteria covers the firm's experience in the following areas: Prime Firm's Organizational Structure; Prime Firm's Comparable Experience; Experience of Key Personnel; Experience of Firm performing the Major Scopes of Work related to the overall scope; Experience with Austin Issues; City of Austin's Experience with Prime Firm.

The objective of the 2015 Landscape Architecture Rotation List is to provide professional landscape architecture services to various City departments in order to accommodate the timely development of landscape architecture projects. Services may also be needed for site and landscape design on City-owned property such as transitioning to a climate-sensitive and drought tolerant landscape. This work may involve park layout, play structure design, hardscape, trails, landscape, irrigation and other support facility design. Project assignments may include waterfront, right-of-way, trail, and special designated park sites.

There are multiple City departments that may utilize this rotation list including the Parks and Recreation Department, Aviation, Public Works, Austin Transportation Department, and the Urban Design Division of the Planning and Development Review Department.

Consultant services which may be required include:

- Studies, reports and master plans
- Programming, schematic and design development phases
- Site analysis
- Design development
- Construction documents and construction phase services
- Native landscaping

The total funding authority for the 2015 Landscape Architecture Rotation List is \$5,000,000 with the authority of approximately \$1,000,000 for each of the five firms. Individual firm's authorization amounts may be adjusted through established Rotation List management procedures.

This request allows for the development of a professional services agreement with each of the five recommended firms for an estimated period of two years or until financial authorization is expended. Initial project assignments will be based on the firm's final ranking as determined during the Request for Qualifications (RFQ) evaluation (highest to lowest), the maximum cumulative contracted amount in comparison to the estimated task budget for that firm, and the firm's qualifications and availability of expertise at time of project need. If the City is unsuccessful in negotiating a satisfactory agreement with a recommended firm(s), if a selected firm ceases practice during the contract period, or if the City elects to terminate its agreement with one of the selected firms, the remaining assignments will be assigned to the remaining firm(s) for the duration of the contract period.

Minority and Women-Owned Business (MBE/WBE) participation subgoals stated in the solicitation were 1.90% African American; 9.00% Hispanic; 4.90% Native/Asian; 15.80% WBE. The recommended firms provided a MBE/WBE Compliance plans that met the goals of the solicitation and were approved by the Small and Minority Business Resources Department.

Notification of issuance of a Request for Qualifications (RFQ) for the subject services was sent to 1132 firms on October 20, 2014. The RFQ was reviewed by 78 firms and 14 submitted qualification statements. Five of the firms submitting responses were certified MBE/WBE firms.

RECOMMENDED FIRMS:

- MWM DesignGroup (WBE /FW)
- Asakura Robinson Company (MBE /MA)
- Freese and Nichols
- Daniel Woodroffe Group, LLC dba DWG
- RVE Inc./RVI

MWM DesignGroup is located in Austin, TX.

Asakura Robinson Company is located in Austin, TX.

Freese and Nichols is located in Austin, TX.

Daniel Woodroffe Group, LLC dba DWG is located in Austin, TX.

RVE Inc. /RVI is located in Austin, TX.