



**Professional Services Agreement  
CITY OF AUSTIN  
RECOMMENDATION FOR COUNCIL ACTION**

**AGENDA ITEM NO.: 25  
AGENDA DATE: Thu 09/29/2005  
PAGE: 1 of 7**

**SUBJECT:** Authorize negotiation and execution of a professional services agreement with each of the following six firms: ENCOTECH ENGINEERING CONSULTANTS, INC. (MBE/MA), Austin, TX; WAUGH ENGINEERING, INC. (WBE/FR), Austin, TX; DATUM ENGINEERS, INC., Austin, TX; CARRASQUILLO ASSOCIATES, LTD. (MBE/MH), Austin, TX; JOSE I. GUERRA, INC. (MBE/MH), Austin, TX; FRANK LAM & ASSOCIATES, INC. (MBE/MA), Austin, TX, for the structural engineering services rotation list 2005-2007 for various Capital Improvement Projects for an estimated period of two years or until financial authorization is expended in an amount not to exceed \$900,000, for the total of six agreements not to exceed \$900,000.

**AMOUNT & SOURCE OF FUNDING:** Funding in the amount of \$900,000 is available in Capital or Operating Budget of the Public Works Department and various departments requiring services.

**FISCAL NOTE:** There is no unanticipated fiscal impact. A fiscal note is not required.

**REQUESTING** Public Works  
**DEPARTMENT:**

**DIRECTOR'S**  
**AUTHORIZATION:** Sondra Creighton

**FOR MORE INFORMATION CONTACT:** Steve Nelson, 974-7145; Felix Benavides, 974-7027; Laura Bohl, 974-7064

**PRIOR COUNCIL ACTION:** N/A

**BOARD AND COMMISSION ACTION:** N/A

**PURCHASING:** Best qualification statement of eleven received.

**MBE / WBE:** 16.5% MBE and 14.2% WBE subcontractor participation.

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On November 21, 2002, six consultant firms were selected for the Structural Engineering Services Rotation List for 2002-2004. The total authorization amount was \$750,000. That authorization will soon be exhausted. This Structural Engineering Services Rotation List 2005-2007 replaces the Rotation List for 2002-2004.

This request will provide for the selection of six consultant firms to provide professional structural engineering services as backup to City of Austin staff to accommodate on a timely basis small projects and/or the review of proposed building plans for compliance with City Structural Standards.

This request allows for the development of a professional services agreement with each firm. The period of service is estimated to be approximately two (2) years or until financial authorization is expended. Specific projects will be assigned based on the firms' expertise and available resources. Every effort will be made to distribute the work equally among the six firms, with approximately \$150,000 for each firm, for a total amount for six (6) agreements not to exceed \$900,000. If the City is unsuccessful in negotiating a satisfactory agreement with any of the recommended firms, negotiations will cease with that firm and the funding will be distributed as equally as possible among the remaining recommended firms.

Notification of issuance of a Request for Qualifications (RFQ) for the subject services was sent to one



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hundred thirteen (113) firms on March 17, 2005. The RFQ was obtained by twenty five (25) firms, and eleven (11) firms submitted qualification statements. Six (6) of the firms were certified M/WBE firms. The evaluation of the submittals of the eleven (11) firms results in the following recommendation.

Participation goals stated in the solicitation were 16.5% MBE and 14.2% WBE. The recommended firms provided an M/WBE Compliance Plan that was approved by the Department of Small and Minority Business Resources.

**RECOMMENDED FIRM: ENCOTECH ENGINEERING CONSULTANTS, INC. AUSTIN, TX –  
Total Participation:**

<b>MBE/MA TOTAL – PRIME</b>	<b>69.30%</b>
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Encotech Engineering Consultants, Inc., Austin, TX	69.30%
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<b>MBE TOTAL – SUBCONSULTANTS</b>	<b>16.50%</b>
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**African American Subtotal**

(MB) HVJ Associates, Inc., Austin, TX

(foundations and geotechnical quality assurance/quality control)

**Hispanic Subtotal**

(MH) Martinez, Wright & Mendez, Austin, TX

(civil engineering services)

<b>WBE TOTAL – SUBCONSULTANTS</b>	<b>14.20%</b>
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(FR) Holt Engineering, Inc., Austin, TX
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(geotechnical services)

(FR) McGray and McGray Land Surveyors, Inc., Austin, TX
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(land surveying and global positioning system)

(FR) Dynamic Reprographics., Austin, TX
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(blue printing services, copying services-reproduction)



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**RECOMMENDED FIRM: WAUGH ENGINEERING, INC., AUSTIN, TX – Total Participation:**

<b><u>WBE/FR TOTAL – PRIME</u></b>	<b>69.30%</b>
Waugh Engineering, Inc., Austin, TX	69.30%

<b>MBE TOTAL – SUBCONSULTANTS</b>	<b>16.50%</b>
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**African American Subtotal**

(MB) HVJ Associates, Inc., Austin, TX  
(geotechnical-soils)

**Hispanic Subtotal**

(MH) Canales, Martinez & Nash Surveying Co., Austin, TX  
(photography –not including aerial photography, photography-construction,  
land surveying, surveying services, global positioning system,  
mapping services, surveying-not aerial or research)

**Asian American Subtotal**

(MA) Raymond Chan & Associates, Inc., Austin, TX  
(consulting engineering-civil)

<b>WBE TOTAL – SUBCONSULTANTS</b>	<b>14.20%</b>
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(FR) Dynamic Reprographics., Austin, TX  
(large engineering prints/copies, copying services-reproductions,  
media conversion services)



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**RECOMMENDED FIRM: DATUM ENGINEERS, INC., AUSTIN, TX – Total Participation:**

<b>NON M/WBE TOTAL – PRIME</b>	<b>69.30%</b>
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<b>Datum Engineers, Inc., Austin, TX</b>	<b>69.30%</b>
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<b>MBE TOTAL – SUBCONSULTANTS</b>	<b>16.50%</b>
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**Hispanic Subtotal**

**(MH) The Arizpe Group, Austin, TX  
(civil engineering)**

**(MH) Martinez, Wright & Mendez, Austin, TX  
(surveying-not aerial or research)**

<b>WBE TOTAL – SUBCONSULTANTS</b>	<b>14.20%</b>
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**(FR) Dynamic Reprographics., Austin, TX  
(blueprinting & coping services)**

**(FR) Holt Engineering, Inc., Austin, TX  
(geotechnical-soils services)**



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**RECOMMENDED FIRM: CARRASQUILLO ASSOCIATES, LTD, AUSTIN, TX – Total Participation:**

**MBE/MH TOTAL – PRIME 69.30%**

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**Carrasquillo Associates, LTD, Austin, TX 69.30%**

**MBE TOTAL – SUBCONSULTANTS 16.50%**

**African American Subtotal**

**(MB) HVJ Associates, Inc., Austin, TX  
(geotechnical-soils)**

**Hispanic Subtotal**

**(MH) Macias & Associates, Inc., Austin, TX  
(aerial photogrammetry, computer assisted design services,  
surveying-not aerial or research)**

**Asian American Subtotal**

**(MA) Raymond Chan & Associates, Inc., Austin, TX  
(engineering consulting, drafting services)**

**WBE TOTAL – SUBCONSULTANTS 14.20%**

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**(FH) Kurkjian Engineering Corp., Austin, TX  
(civil engineering, cost estimating)**

**(FR) Digital Structures, Austin, TX  
(drafting services)**



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**RECOMMENDED FIRM: JOSE I. GUERRA, INC., AUSTIN, TX – Total Participation:**

**MBE/MH TOTAL – PRIME** 69.30%

**Jose I. Guerra, Inc., Austin, TX** 69.30%

**MBE TOTAL – SUBCONSULTANTS** 16.50%

**African American Subtotal**

**(MB) Ellhouse Industries, Inc., Austin, TX  
(inspection services)**

**Hispanic Subtotal**

**(MH) Morales & Associates Architects, Inc., Austin, TX  
(architectural services)**

**Asian American Subtotal**

**(FA) Accurate CAD & Technical Services, Inc., Austin, TX  
(CADD services)  
(MA) Frank Lam & Associates., Austin, TX  
(foundation engineering)**

**WBE TOTAL – SUBCONSULTANTS** 14.20%

**(FR) Landmark Surveying, Austin, TX  
(surveying services)**

**(FR) Holt Engineering, Inc., Austin, TX  
(geotechnical services)**

**FR) Dynamic Reprographics, Austin, TX  
(blue printing, copying services)**



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**RECOMMENDED FIRM: FRANK LAM & ASSOCIATES, INC. AUSTIN, TX – Total Participation:**

<b>MBE/MA TOTAL – PRIME</b>	<b>69.30%</b>
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<b>Frank Lam &amp; Associates, Inc., Austin, TX</b>	<b>69.30%</b>
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<b><u>MBE TOTAL – SUBCONSULTANTS</u></b>	<b><u>16.50%</u></b>
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**Asian American Subtotal**

**(MA) Raymond Chan & Associates., Austin, TX  
(engineering consulting)**

<b>WBE TOTAL – SUBCONSULTANTS</b>	<b>14.20%</b>
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<b>(FR) Holt Engineering, Inc., Austin, TX (geotechnical-soil)</b>	<b>14.20%</b>
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**Public Works Department  
Evaluation of Consultant Qualifications**

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Composite

Received:

April 15, 2005

Project:

Structural Engineering Rotation List 2005-2007

**EVALUATION MATRIX**

Project Manager:

Steve Nelson

Firm (or Joint Venture)	Item 1 [Yes or No] MWBE Goals met or G.F.E.	Item 2 [Yes or No] Prime Firm's EEO Program	Item 3 [24] Experience of Project Manager [16] Principal	Item 4 [15] Experience and Availability of Proposed Staff	Item 5 [15 w/subs] [20 w/o subs] Prime Firm's Comparable Project Experience	Item 6 [15 w/subs] [10 w/o subs] Subconsultant Firm's Comparable Project Experience	Item 7 [6] Team's Experience with Austin Issues	Item 8 [12] Team's Structure and Project Approach	Item 9 [11] COA Experience with Prime	Item 10 [100] SUB TOTAL	Item 10 [25] Optional Interview	Item 10 [125] TOTAL POINTS
EmcorTech Engineering Consultants, Inc. (MBE/MH)	Yes	Yes	21.4	13	13.4	13.6	6.8	11.2	11	90.4		80.4
Waugh Engineering, Inc. (MBE/R)	Yes	Yes	21.4	12.6	13.4	13.2	7	11	11	89.6		89.6
Datum Engineers, Inc.	Yes	Yes	21.8	13.2	13.2	12.6	7.2	10.4	11	89.4		89.4
Carrasquillo Associates, LTD. (MBE/MH)	Yes	Yes	21.2	13	14	12.8	6.8	10.4	11	89.2		89.2
Jose L. Guerra, Inc. (MBE/MH)	Yes	Yes	21.2	12.2	13.2	12.2	7	10.8	11	87.6		87.6
Frank Lam & Assoc., Inc. (MBE/MH)	Yes	Yes	20	12	13.6	12.8	7.2	10.6	11	87.2		87.2
Jaster-Quintanilla & Assoc. Inc.	Yes	Yes	17.6	11.6	12.8	12.2	6.6	10.6	11	82.4		82.4
P.E. Structural Consultants	Yes	Yes	17.8	12	12.2	12.8	5.8	10.2	11	81.8		81.8
C Faulkner Engineering, LP	Yes	Yes	16.4	11.8	12.4	11.6	6.2	10.2	11	79.6		79.6
Steinman Luevano Structures, LLP. (MBE/MH)	Yes	Yes	17.8	11	10.2	12	6	9.2	11	77.2		77.2
IM Structural, PLLC	Yes	Yes	16.2	9.8	11.2	12.6	6.8	9.2	11	76.8		76.8