

**AGENDA**



**Recommendation for Council Action (CMD)**

Austin City Council	Item ID:	29702	Agenda Number	13.
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Meeting Date:	January 23, 2014
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Department:	Contract Management
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**Subject**

Authorize negotiation and execution of professional services agreements with the following five staff recommended firms or one of the other qualified responders: ENCOTECH ENGINEERING CONSULTANTS, INC. JOSE I. GUERRA, INC.; STANLEY CONSULTANTS, INC.; ACR ENGINEERING, INC.; and O'CONNELL ROBERTSON for the 2014 M.E.P. Engineering Services Rotation List for an estimated period of three years or until financial authorization is expended, with the total amount not to exceed \$1,500,000 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.

<b>Purchasing Language:</b>	Staff recommendations are the most qualified firms out of 12 firms evaluated through the City's qualification-based selection process.
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<b>Prior Council Action:</b>	
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<b>For More Information:</b>	David Brocato, 512-974-1567; Rolando Fernandez, 512-974-7749; Felecia Shaw, 512-974-6017.
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<b>Boards and Commission Action:</b>	
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<b>Related Items:</b>	
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<b>MBE / WBE:</b>	This contract will be awarded in compliance with City Code Chapter 2-9B (Minority Owned and Women Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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**Additional Backup Information**

The City of Austin maintains a rotation list of professional engineering firms to provide mechanical, electrical and plumbing engineering services for small to medium sized projects of a general or routine scope, and for projects having a critical or emergency schedule which would preclude going through the normal individual project Request for Qualifications (RFQ) selection process.

The total funding authority for the 2014 M.E.P. Engineering Services Rotation List is \$1,500,000 with the authority for each of five (5) firms to be approximately \$300,000.

This request allows for the development of a professional services agreement with each of the five (5) staff recommended firms for an estimated period of three (3) years or until financial authorization is expended. Initial project assignments will be based on the firm's final ranking as determined during the 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.

No M/WBE goals were established for this solicitation.

Notification of issuance of a RFQ for the subject services was sent to 1173 firms on August 6, 2013. The RFQ was obtained by 72 firms, and 12 firms submitted qualification statements.

Five (5) of the firms were certified M/WBE firms.

**RECOMMENDED FIRMS:**

- Encotech Engineering Consultants, Inc. (MBE /MA)
- Jose I. Guerra, Inc. (MBE /MH)
- Stanley Consultants, Inc.
- ACR Engineering, Inc.
- O'Connell Robertson

Encotech Engineering Consultants, Inc. is located in Austin, TX

Jose I. Guerra, Inc. is located in Austin, TX

Stanley Consultants, Inc. is located in Austin, TX

ACR Engineering, Inc. is located in Austin, TX

O'Connell Robertson is located in Austin, TX