

## A G E N D A



## Recommendation for Council Action (CCO)

Austin City Council

Item ID:

69127

Agenda Number

7.

Meeting Date:

April 13, 2017

Department:

Capital Contracting Office

## Subject

Authorize negotiation and execution of a professional services agreement with the following three staff recommended firms (or other qualified responders) for Request for Qualifications Solicitation No. CLMP210: TEXAS ENERGY ENGINEERING SERVICES, INC., ENERGY ENGINEERING ASSOCIATES, INC. (DBA EEA CONSULTING ENGINEERS), and PAGE SOUTHERLAND PAGE, INC., for commissioning services for the 2017 Building Commissioning (Cx) 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 three 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

A fiscal note is not required.

**Purchasing Language:**

Staff recommendation is selection of the three most qualified firms out of 12 firms evaluated through the City's qualifications-based selection process.

**Prior Council Action:**

N/A

**For More Information:**

Rolando Fernandez, 512-974-7749; Sarah Torchin, 512-974-7141; Scott Hilton, 512-974-7054.

**Boards and Commission Action:**

N/A

**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). No goals were established for this solicitation.

## Additional Backup Information

As a standard business practice, the City routinely engages the services of professional engineering and architectural firms to perform analysis, design and related support associated with construction or improvement of City capital assets. 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 the City.

Prior to issuing this solicitation, it was reviewed by the City's Rotation List Advisory Committee, which is made up of staff from the Capital Contracting Office, Small and Minority Business Resource Department, and Public Works Department. The total authorization amount, the number of firms to be recommended for selection, and the authorization amount per firm were discussed and reviewed by the Committee.

In response to a Council resolution ([Resolution No. 20071129-045](#)) the City has established a process for implementation of sustainable principles in design and construction of buildings and site development projects. Currently, Building Commissioning is a core principle of this City process and is required of energy systems for its buildings including, but not limited to, U.S. Green Building Council's Leadership in Energy and Environmental Design LEED® certified projects.

The existing 2014 Building Commissioning Services rotation list was established utilizing three firms to provide building commissioning services for the various departments within the City. The remaining authority for this Rotation List will be expended in the near future. The Capital Contracting Office expects that user departments will require these services to meet current and future commissioning needs.

The anticipated services will generally follow the LEED® requirements for Fundamental and Enhanced Building Commissioning of Building Energy Systems. Building Energy Systems include: heating, ventilating, air conditioning and refrigeration systems, thermal controls, building automation systems, lighting and day-lighting controls, domestic water systems, reclaimed/reuse water, building envelopes and renewable energy systems.

The total funding authority for the 2017 Building Commissioning Services Rotation List is \$1,500,000 with the authority for each of the three firms to be approximately \$500,000.

This request allows for the development of a professional services agreement with each of the three 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 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. Per firm authorizations may be increased or decreased, through the life of the contract, based on the needs of a particular assignment and will follow the established rotation list policies and procedures. 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.

A delay in establishing this rotation list would delay capital improvement projects throughout the City.

Information on this solicitation is available on the City's Austin Finance Online website. Link: [Solicitation Documents](#).

**TOP RANKED FIRMS:**

TEXAS ENERGY ENGINEERING SERVICES, INC., is located in Austin, TX

ENERGY ENGINEERING ASSOCIATES, INC. (DBA EEA CONSULTING ENGINEERS) is located in Austin, TX

PAGE SOUTHERLAND PAGE, INC., is located in Austin, TX