



**CITY OF HOUSTON - CITY COUNCIL**

Meeting Date:

ALL

Item Creation Date: 1/16/2020

Q26263 - Professional Structural Engineering Services - ORDINANCE

Agenda Item#:

**Background:**

**Request for Qualifications received August 10, 2017 for S76-Q26263 - Approve an ordinance awarding a professional services contract to Concept Engineers, Inc. and FCM Engineers, PC in the maximum contract amount not to exceed \$190,000.00 for Professional Structural Engineering services for the Department of Neighborhoods.**

**Specific Explanation:**

The Director of the Department of Neighborhoods and the Chief Procurement Officer recommend that City Council approve an ordinance awarding a **three year professional services contract with two one-year options to Concept Engineers, Inc. and FCM Engineers, PC** in the maximum contract amount not to exceed **\$190,000.00** to provide professional structural engineering services to the Department of Neighborhoods. The Director of the Department of Neighborhoods and the Chief Procurement Officer may terminate this contract at any time upon 30 days written notice to the contractor.

The scope of work requires the Contractor to evaluate publicly and/or privately owned buildings/structures for structural stability and outline remediation recommendations to the Director or assigned designee at the Department. The Contractor will issue these recommendations in the form of a Structural Engineering Report. The Contractor shall furnish all supervision, labor, materials, supplies, tools, and equipment necessary for the completion of Structural Engineering Reports. Structural Engineering Reports may be requested for residential, multi-family, or commercial buildings.

The Request for Qualifications was advertised in accordance with the State of Texas bid laws, and thus, submittals were received from four firms: Concept Engineers, Inc., FCM Engineers, PC, Walker Restoration, and Wiss, Janney, Elstner Assoc. The three evaluation committee members consisted of active employees from the Department of Neighborhoods. The evaluation was based upon the following criteria:

1. Responsiveness of Submission
2. Technical Competence

The following Contractors were deemed as having met all requirements and recommended for contract award.

Professional Structural Engineering Services			
Contractor Name	FY21	Out Years	Maximum Contract Award
Concept Engineers, Inc.	\$20,000.00	\$75,000.00	\$95,000.00
FCM Engineering, P. C.	\$20,000.00	\$75,000.00	\$95,000.00

**MWBE Participation:**

This professional services contract is being issued with a 24% goal for MWBE participation and the below named companies have been named as certified MWBE subcontractors:

Contracting Firm	Subcontractor	Type of Work	Percentage
FCM Engineers, PC	APEX Consulting Group, Inc.	Structural Engineering and Field investigation	25%
Concept Engineers, Inc.	Robert Adams, Inc.	Architect	5%
	Blackline Engineering, LLC	Civil Engineering	5%
	Texas Geotechnical Consultants, LLC	Geotechnical	5%
	B&E Reprographics, Inc	Reprographics	5%
	SAPO Engineering Consultants	Forensic Engineering	5%

**Pay or Play Program:**

The proposed contract requires compliance with the City's Pay or Play ordinance regarding health benefits for employees of City Contractors. In this case, the contractors provide health benefits to eligible employees in compliance with City policy.

**Hire Houston First:**

The proposed contract requires compliance with the City's 'Hire Houston First' (HHF) ordinance that promotes economic opportunity for Houston businesses and supports job creation. In this case, both companies are designated HHF companies, but they were the successful awardees without application of the HHF preference.

**Fiscal Note:**

Funding for this item is included in the FY2021 adopted budget. Therefore, no Fiscal Note is required as stated in the Financial policies.

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*Jerry Adams*  
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DocuSigned by:  
*Takasha Francis, Director* 8/7/2020  
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Jerry Adams, Chief Procurement Officer  
Finance/Strategic Procurement Division

Department Approval Authority

DS  
*AT*

Estimated Spending Authority			
DEPARTMENT	FY2021	OUT YEARS	TOTAL
Department of Neighborhoods	\$40,000.00	\$150,000.00	\$190,000.00

**Amount of Funding:**

**\$190,000.00**

Dangerous Bldg. Fund  
Fund No.: 1801

**Contact Information:**

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**ATTACHMENTS:**

Description	Type
Department Award Recommendation	Backup Material
FCM - AM Best Ratings	Backup Material
FCM Delinquent Tax Report	Backup Material
FCM Drug forms	Backup Material
FCM Form 1295	Backup Material
FCM COI Workers Comp and Endorsements	Backup Material
FCM Form B	Backup Material
FCM MWBE Exhibit II Attachments A-D	Backup Material
FCM Texas Secretary of State	Backup Material
FCM Pay or Play 1A & 2	Backup Material
Concept Eng - Drug Forms	Backup Material
Concept Eng - COI and Endorsements	Backup Material
Concept Eng - Form B	Backup Material
Concept Eng - MWBE Exhibit II Attachment A-D	Backup Material
Concept Eng - Form 1295	Backup Material
Concept Eng TX Secretary of State	Backup Material
Concept Eng - Form POP 1A	Backup Material
Concept Eng - Form POP 2	Backup Material
Concept Eng - AM Best Ratings	Backup Material
Certification of Funds 07.24.20	Backup Material