



## CITY OF HOUSTON - CITY COUNCIL

Meeting Date: 12/1/2020

ALL

Item Creation Date: 7/28/2020

Q29369 - Technical Advisory Services - ORDINANCE

Agenda Item#: 61.

### **Summary:**

#### **NOT A REAL CAPTION**

ORDINANCE approving and authorizing contracts between the City of Houston and **ANSER ADVISORY, LLC, CIVIL PEs, PLLC,** and **SUNLAND GROUP INC.** to provide technical advisory services for the Houston Airport System; setting a maximum contract amount - three-year with two one-year options - \$500,000.00 - Enterprise Fund

### **Background:**

**Request for Qualifications received April 9, 2020 for S36-Q29369 - Approve an ordinance authorizing the appropriation of \$500,000.00 out of the HAS Renewal and Replacement Fund (8010) and approve awarding professional service contracts as follows: (1) Anser Advisory, LLC, (2) Civil PEs, PLLC, and (3) Sunland Group Inc. in the maximum amount not to exceed \$500,000.00 for technical advisory services for the Houston Airport System.**

### **Specific Explanation:**

The Director of the Houston Airport System and the Chief Procurement Officer recommend that City Council approve an ordinance authorizing the appropriation of \$500,000.00 out of the HAS Renewal and Replacement Fund and approve awarding a **three-year professional services contract with two one-year options** to (1) **Anser Advisory, LLC,** (2) **Civil PEs, PLLC,** and (3) **Sunland Group Inc.** in the maximum amount not to exceed **\$500,000.00** to provide technical advisory services for the Houston Airport System. The Director of the Houston Airport System or 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 Contractors to provide labor, materials and supervision to provide professional technical advisory services to the City Engineer involving Houston Airport System (HAS) construction and renovation contracts as directed by the City Engineer. The technical advisory services include, but are not limited to the following:

- Assist the HAS City Engineer in the evaluation of contractual disputes;
- Provide technical input from an experience industry perspective; and
- Evaluate the merit of the issues presented to the HAS City Engineer and provide impartial advice to inform the Engineer's Decision.

The Request for Qualifications (RFQ) was advertised in accordance with the requirements of the State of Texas bid laws. As a result, responses were received from eight (8) firms: Anser Advisory, LLC, Civil PEs PLLC, FD Architecture PLLC, IA Interior Architects, KJ Architects LLC, Martin Construction Management & Designs LLC, NATEX Corporation dba NATEX Architects, Sunland Group, Inc. The evaluation committee consisted of evaluators from the General Services Department, Houston Public Works, and the Houston Airport System. The evaluation was based on the following criteria:

1. Responsiveness of Submission
2. Technical Competence

The following firms received the highest overall scores and were deemed the best qualified to perform the requirements as outlined in the RFQ and are recommend for contract award.

| <b>Technical Advisory Services</b> |                               |
|------------------------------------|-------------------------------|
| <b>Firms Name</b>                  | <b>Maximum Contract Award</b> |
| Anser Advisory, LLC                | \$166,666.66                  |
| Civil PEs, PLLC                    | \$166,666.67                  |
| Sunland Group Inc.                 | \$166,666.67                  |
| <b>Total</b>                       | <b>\$500,000.00</b>           |

### **MWBE Participation:**

Zero-Percentage Goal document approved by the Office of Business Opportunity.

### **Pay or Play:**

The proposed contract requires compliance with the City's Pay or Play ordinance regarding health benefits for employees of City contractors. In this case, Anser Advisory, LLC, Civil PEs, PLLC and Sunland Group Inc. provide health benefits to eligible employees.


contractors. In this case, Anser Advisory, LLC, CIVI PES, PLLC and Sunland Group Inc. 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 opportunity for Houston businesses and supports job creation. In this case Civil PEs PLLC and Sunland Group Inc. meet the requirement for HHF designation; no other HHF firms were within three percent.

**Fiscal Note:**

No significant Fiscal Operating impact is anticipated as a result of this project.

DocuSigned by:  
  
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11/23/2020

**Jerry Adams, Chief Procurement Officer**  
**Finance/Strategic Procurement Division**

**Department Approval Authority Signature**

**Estimated Spending Authority**

| Department             | FY2021       | Out Years | Total        |
|------------------------|--------------|-----------|--------------|
| Houston Airport System | \$500,000.00 | \$0.00    | \$500,000.00 |

**Prior Council Action:**

**Amount of Funding:**

\$500,000.00

HAS Renewal and Replacement Fund

Fund No: 8010

**Contact Information:**

| NAME:   | DEPARTMENT/DIVISION | PHONE          |
|---|---------------------|----------------|
| Yesenia Chuca, Purchasing Manager                     | FIN/SPD             | (832) 393-8727 |
| Valerie Player-Kaufman, Senior Procurement Specialist | FIN/SPD             | (832) 393-8749 |
| Todd Curry, Executive Staff Analyst                   | HAS                 | (281) 233-1896 |

**ATTACHMENTS:**

| Description                                | Type                  |
|--|-----------------------|
| MWBE Goal                                  | Backup Material       |
| City of Houston Ownership Information Form | Backup Material       |
| Delinquent Tax Reports                     | Backup Material       |
| Form B                                     | Backup Material       |
| Pay or Play Forms                          | Backup Material       |
| Drug Policy Agreements                     | Backup Material       |
| Certificates of Insurance                  | Backup Material       |
| AMBest Ratings                             | Backup Material       |
| Secretary of State Registration            | Backup Material       |
| Form 1295                                  | Backup Material       |
| Financial Information                      | Financial Information |