



# **City of Dripping Springs**

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## **Agenda Item Report from:** [TIRZ Project Manager / Keenan Smith](#)

<b>TIRZ Board Meeting Date:</b>	<a href="#">October 19, 2021</a>
<b>Agenda Item Wording:</b>	<a href="#">Old Fitzhugh Road Project- RFQ for Plans, Specifications and Estimates</a> <a href="#">Firm Selection Recommendation: "Discuss &amp; Consider Possible Action"</a>
<b>Agenda Item Requestor:</b>	<a href="#">City Attorney – Laura Mueller &amp; TIRZ Project Manager – Keenan Smith</a>
<b>Board Member Sponsor:</b>	<a href="#">Chair- Dave Edwards</a>
<b>Summary/Background:</b> <a href="#">Old Fitzhugh Road- RFQ for Plans, Specifications &amp; Estimates (PSE's):</a>  <a href="#">SOQ Evaluations, Firm Recommendations, Process &amp; Timeline Update:</a>  <a href="#">Statements or Qualifications (SOQs)</a> were received from eight (8) prospective engineering firms/teams on August 27, 2021. The City Attorney verified that all the submissions are "valid" e.g., meeting the submission requirements as stated in the RFQ. The eight (8) SOQs were then reviewed and evaluated individually and without collaboration by a Team of four (4) evaluators, using the RFQ scoring criteria.  The SOQ Evaluation Team met on September 17, 2021, to review the compiled scoring summary and to discuss their individual and joint recommendations on possible "Qualified Firm(s)."  <a href="#">Scoring worksheets and Evaluator commentaries are included. The general scoring ranking was found to be as follows:</a>  <ol style="list-style-type: none"><li><a href="#">1. HDR</a></li><li><a href="#">2. American Structurepoint</a></li><li><a href="#">3. Kimley Horn</a></li><li><a href="#">4. Volkert</a></li><li><a href="#">5. Freese &amp; Nichols</a></li><li><a href="#">6. Pape Dawson</a></li><li><a href="#">7. Parkhill</a></li><li><a href="#">8. TRC</a></li></ol> <a href="#">HDR was found to be the highest scoring firm, by a significant and decisive margin. The SOQ Evaluation Team resolved to unanimously recommend HDR as "Qualified Firm," without the need for shortlisting or further interviews, and is seeking TIRZ Board and City Council Approval, along with permission for Staff to negotiate a Professional Services Agreement (PSA).</a>	

To encourage more and better SOQ submissions for future engineering, public works, civic infrastructure and TIRZ projects, the SOQ Evaluation Team felt strongly that we honor the SOQ respondents' efforts by communicating as much information and feedback about the evaluation process and decisions as possible. This led to the inclusion here of Evaluators' individual scoring sheets, written comments and creating the opportunity for debriefing interviews with the respondent firms, if desired.

**Old Fitzhugh Road- RFQ for Plans, Specifications & Estimates (PSE's):**

**SOQ Evaluations, Recommendations, Process & Timeline Update (2021):**

- **October 18:**      **Qualified Firm Recommendation to TIRZ Board** (possible action)
- **October 19:**      **Qualified Firm Recommendation** (TIRZ Board to City Council)
- **TBD- Oct/Nov:**   **PSA negotiations with Qualified Firm** (subject to CC approval)

\* \* \*

**Respectfully Submitted:**

Keenan E. Smith, AIA  
TIRZ Project Manager  
October 14, 2021 / 1525 hrs.

<b>Commission Recommendations:</b>	TIRZ Board heard the recommendation on October 18, 2021.
<b>Actions by Other Jurisdictions/Entities:</b>	
<b>Previous Council Action:</b>	Budget approval for OFR improvements.
<b>Recommended Council Action:</b>	Selection of order of rank of engineering firms as presented by staff and allow staff direction to negotiate agreement with engineering firms in order of section.
<b>Alternatives/Options:</b>	Disapprove any selection. Make alternative rank selection.
<b>Budget/Financial Impact:</b>	Project is budgeted for.
<b>Attachments:</b>	RFQ, Statements of Qualifications, Ranking by Staff, Staff Report.
<b>Related Documents at City Hall:</b>	
<b>Public Notice Process:</b>	Advertised in Newspaper and on City Website.
<b>Public Comments:</b>	N/A
<b>Enforcement Issues:</b>	
<b>Comprehensive Plan Element:</b>	
<b>Next Step/Schedule:</b>	Staff will negotiate with selected firm for agreement.