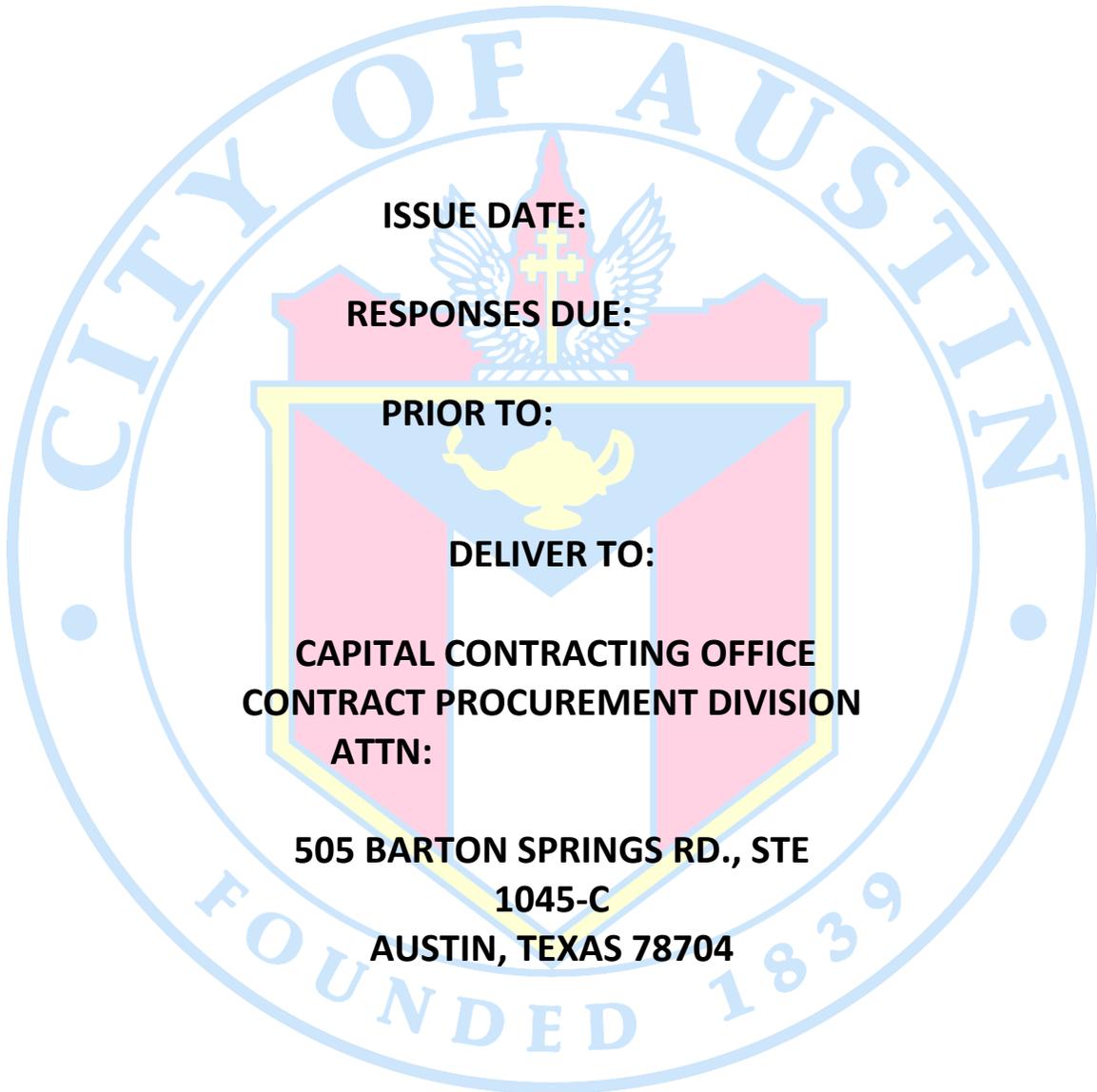


REQUEST FOR QUALIFICATIONS

FOR



ISSUE DATE:

RESPONSES DUE:

PRIOR TO:

DELIVER TO:

**CAPITAL CONTRACTING OFFICE
CONTRACT PROCUREMENT DIVISION**

ATTN:

**505 BARTON SPRINGS RD., STE
1045-C**

AUSTIN, TEXAS 78704



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CONTRACT TEMPLATE

The professional service agreement template can be obtained at the following website:

<http://www.austintexas.gov/department/professional-service-agreements>



REQUEST FOR QUALIFICATIONS

Solicitation Number: CLMP296

Project Name: Urban Trails Plan and Sidewalks/ADA Transition Plan Updates

The following is a summary of information for this Solicitation. The Consultant is cautioned to refer to other sections of this Request for Qualifications (RFQ) packet for further details.

The City of Austin, through its Capital Contracting Office, is requesting Statements of Qualifications (SOQs) for the selection of planning and design services for the above-noted project.

Submittals will be received at 505 Barton Springs Road, Suite 1045-C, Austin, TX 78704, Capital Contracting Office.

ALL SUBMITTALS ARE DUE ON: March 4, 2020 PRIOR TO 3:00 pm

ATTENTION: David Walch

ALL SUBMITTALS NOT RECEIVED PRIOR TO THE DATE AND TIME SET FORTH ABOVE WILL NOT BE ACCEPTED FOR CONSIDERATION. The time stamp clock in the **Suite 1045-C** Reception Area is the time of record and is verified with www.time.gov, the Official U.S. time. The qualification statement evaluation criteria for this project are included in this packet for your information. The selection process for this project is anticipated to be complete for City Council action in July 2020. Contract execution is anticipated for September 2020.

All prime firms and subconsultants must be registered to do business with the Owner prior to the contract award. Prime firms are responsible for ensuring that their subconsultants are registered as vendors with the City of Austin. You may register through the Owner's on-line Vendor Registration system. Log on to the following link and follow the directions:

https://www.austintexas.gov/financeonline/vendor_connection/index.cfm.

All City procurements are subject to the City's Minority-Owned and Women-Owned Business Enterprise Procurement Program (Chapter 2-9-B of the MBE/WBE Ordinance, revised June 15, 2006). The program provides Minority-Owned and Women-Owned Business Enterprises (MBEs/WBEs) opportunity to participate in all City contracts. Information on achieving the MBE/WBE participation goals or documenting good faith efforts to achieve the goals is contained in the MBE/WBE Procurement Program Package included in this RFQ packet. Entities submitting statements of qualifications are required to complete and return the MBE/WBE Compliance Plan with their response.

The selected consultant will be required to execute a standard City of Austin professional services agreement. Prior to contract execution, the selected firm must submit either their existing or an updated personnel policy (on letterhead) documenting conformity with City Code, 5-4, § 5-4-2, or this non-discrimination and non-retaliation policy, which has been adopted by the consultant for all purposes may be considered the consultant's non-discrimination and non-retaliation policy without the requirement of a separate submittal.

The selected consultant shall carry insurance in the following types and amounts for the duration of the Agreement, and furnish certificates of insurance along with copies of policy declaration pages and policy endorsements as evidence thereof:

- Workers' Compensation and Employers' Liability Insurance with coverage consistent with statutory benefits outlined in the Texas Workers' Compensation Act (Section 401). The minimum policy limits for Employers' Liability Insurance are \$100,000 bodily injury each accident, \$500,000 bodily injury by disease policy limit and \$100,000 bodily injury by disease each employee. The firm's policy shall apply to the State of Texas and include these endorsements in favor of the City of Austin:
 - (a) Waiver of Subrogation, form WC 420304.
 - (b) 30 day Notice of Cancellation, form WC 420601.

- Commercial General Liability Insurance with a minimum combined bodily injury and property damage per occurrence limit of \$500,000 for coverage A & B. The policy shall contain the following provisions:
 - (a) Contractual liability coverage for liability assumed under the Agreement and all contracts relative to this project.
 - (b) Products/Completed Operations Liability for the duration of the warranty period.
 - (c) If the project involves digging or drilling, Explosion, Collapse, and Underground (XCU) coverage
 - (d) Independent Contractors coverage (Contractors/ Subcontractors work).The policy shall contain the following endorsements in favor of the City of Austin:
 - (a) Waiver of Subrogation, endorsement CG 2404.
 - (b) 30 day Notice of Cancellation, endorsement CG 0205.
 - (c) Additional Insured, endorsement CG 2010.

- Business Automobile Liability Insurance for all owned, non-owned and hired vehicles with a minimum combined single limit of \$500,000 per occurrence for bodily injury and property damage. Alternate acceptable limits are \$250,000 bodily injury per person, \$500,000 bodily injury per occurrence and at least \$100,000 property damage liability per accident. The policy shall contain the following endorsements in favor of the City of Austin:
 - (a) Waiver of Subrogation, endorsement CA 0444.
 - (b) 30 day Notice of Cancellation, endorsement CA 0244.
 - (c) Additional Insured, endorsement CA 2048.

- Professional Liability Insurance with a minimum limit of \$ 1,000,000 per claim and in aggregate to pay on behalf of the assured all sums which the assured shall become legally obligated to pay as damages by reason of any negligent act, error, or omission committed or alleged to have been committed with respect to estimates, schedules, analyses, reports, surveys, designs or specifications prepared or alleged to have been prepared by the assured. Coverage, including any renewals, shall have a retroactive date coincident with or prior to the date of the Agreement. The consultant shall provide the City of Austin annually

with a certificate of insurance as evidence of such insurance. The policy shall provide for 30 day notice of cancellation in favor of the City of Austin. The consultant shall provide a discovery period on professional liability policies that is commensurate with the warranty period of the project.

Should you have any questions concerning the information included in this RFQ, **please attend a pre-response meeting on Monday, February 10, 2020, at 2:00 pm in Room 1070, One Texas Center, 505 Barton Springs Road, Austin, Texas.** The purpose of the meeting will be to respond to consultants' questions about the project and the procurement process. Attendance at the meeting is not required; however, meeting minutes will not be issued.

Thank you for your interest in this RFQ, for more information about this solicitation or others issued by this office, please visit us at:

https://www.austintexas.gov/financeonline/vendor_connection/index.cfm .

To obtain the complete RFQ packet, look for CLMP296 under open solicitations and view the attachments.

AUTHORIZED CONTACT PERSONS

David Walch, Procurement Specialist IV

Telephone (512) 974-9402

Email David.Walch@AustinTexas.gov

MBE/WBE Business Development Counselor:

Rachelle Delouis, Business Development Counselor Telephone

Telephone: (512) 974-1295

Email: SMBRCompliancedocuments@AustinTexas.gov

Project Manager:

Craig McColloch, PE, ENV SP, Project Manager / Public Works

Telephone: (512) 974-2968

Email Craig.McColloch@AustinTexas.gov

END



INSTRUCTIONS TO CONSULTANTS

Solicitation Number: CLMP296

Project Name: Urban Trails Plan and Sidewalks/ADA Transition Plan Updates

I. Preparation of Response

- a. **Request for Qualifications (RFQ) Response Forms.** Enclosed are the RFQ response forms which are to be completed and returned as part of your firm's response. Please use the enclosed current forms and organize your response in the order in which the forms are presented in the Table of Contents. **Forms may be recreated; however, all requested information must be included.**
- b. **Statement of Qualifications (SOQ):** Please submit **one (1) original, stamped "ORIGINAL" and one (1) electronic copy on CD or flash drive** of the RFQ response. Wherever used, "page" refers to single-sided, single-spaced, 10 point minimum font printed on 8 ½ x 11 inch pages. Sections should be divided by tabs for ease of reference.

The City is not responsible for discrepancies between the submitting firm's electronic version and "Original" hard copy submittal. The City of Austin reserves the right to use the electronic version as an "Original".

Responses sent to the City of Austin are subject to disclosure pursuant to the Public Information Act, Government Code, Chapter 552.

- c. **Disclosure of Proprietary Information.** All materials submitted to OWNER become public property and are subject to the Texas Public Information Act, Government Code Chapter 552, upon receipt. If Consultant does not desire proprietary information in the Proposal to be disclosed, each page must be identified and marked proprietary at time of submittal. OWNER will, to the extent allowed by law, endeavor to protect such information from disclosure. The final decision as to what information must be disclosed, however, lies with the Texas Attorney General. Failure to identify proprietary information will result in all unmarked sections being deemed non-proprietary and available upon public request.
- d. **Further Information.** Information may be secured by contacting the authorized contact persons listed in the RFQ. Persons desiring further information or interpretation of the solicitation requirements shall make a written request for such information to OWNER no later than seven (7) working days before submittal due date and time. Interpretation of Solicitation Documents will be made by Addendum or Clarification and a copy of each document will be emailed to each person to whom has obtained a RFQ packet. The addendum or clarification will also be available through the City's Vendor Connection.
- e. **Anti-Lobbying and Procurement.** Article 6, Chapter 2-7, City Code, repealed and replaced effective on June 25, 2018, prohibits lobbying activities or representations by

Offerors during the No Lobbying Period as defined in the Ordinance. The text of the City Ordinance is posted on the Internet at:

https://assets.austintexas.gov/purchase/downloads/New_ALO_Ordinance_No_20180614-056.pdf

1. FINDINGS; PURPOSE.

- (A) The council finds that persons who enter a competitive process for a city contract voluntarily agree to abide by the terms of the competitive process, including the provisions of this article.
- (B) The council finds that it is in the City's interest:
 - (i) to provide the most fair, equitable, and competitive process possible for selection among potential vendors in order to acquire the best and most competitive goods and services; and
 - (ii) to further compliance with State law procurement requirements.
- (C) The council intends that:
 - (i) each response is considered on the same basis as all others; and
 - (ii) respondents have equal access to information regarding a solicitation, and the same opportunity to present information regarding the solicitation for consideration by the City.

2. APPLICABILITY.

- (A) This article applies to all solicitations except:
 - (i) City social service funding;
 - (ii) City cultural arts funding;
 - (iii) federal, state or City block grant funding;
 - (iv) the sale or rental of real property;
 - (v) interlocal contracts or agreements; and
 - (vi) solicitations specifically exempted from this article by council.
- (B) Absent an affirmative determination by the council, the purchasing officer has the discretion to apply this article to any other competitive process.
- (C) City Code Section 1-1-99 (*Offenses; General Penalty*) does not apply to this article.

3. DEFINITIONS.

In this article:

- (A) AGENT means a person authorized by a respondent to act for or in place of the respondent in order to communicate on behalf of that respondent. Each of the following is presumed to be an agent:
 - (i) a current full-time or part-time employee, owner, director, officer, member, or manager of a respondent;
 - (ii) a person related within the first degree of consanguinity or affinity to a current fulltime or part-time employee, owner, director, officer, member, or manager of a respondent;

(iii) a person related within the first degree of consanguinity or affinity to the respondent, if a respondent is an individual person; and Section 0200 V2, Solicitation Instructions 4 Rev. 06-26-2018

(iv) a lobbyist, attorney, or other legal representative of the respondent that has been retained by the respondent with respect to the subject matter of either the solicitation or the respondent's response to the solicitation.

(B) AUTHORIZED CONTACT PERSON means a City employee designated in a City solicitation as the point of contact for all purposes for that solicitation.

(C) CITY EMPLOYEE is defined in Section 2-7-2 (*Definitions*), and further includes an independent contractor hired by the City with respect to the solicitation.

(D) CITY OFFICIAL is defined in Section 2-7-2 (*Definitions*).

(E) NO-LOBBYING PERIOD means the period of time beginning at the date and time a solicitation is published and continuing through the earliest of the following:

- (i) the date the last contract resulting from the solicitation is signed;
- (ii) 60 days following council authorization of the last contract resulting from the solicitation; or
- (iii) cancellation of the solicitation by the City

(F) PURCHASING OFFICER means the City employee authorized to carry out the purchasing and procurement functions and authority of the City.

(G) RESPONSE means a written offer or submission in reply to a solicitation.

(H) RESPONDENT means a person or entity that has timely submitted or subsequently timely submits a response to a City solicitation, even if that person subsequently withdraws its response or has been disqualified by the City for any reason. Respondent includes:

- (i) a subsidiary or parent of a respondent;
- (ii) a joint enterprise, joint venture, or partnership with an interest in a response and in which a respondent is a member or is otherwise involved, including any partner in such joint enterprise, joint venture, or partnership; and
- (iii) a subcontractor to a respondent in connection with that respondent's response.

(I) SOLICITATION means an opportunity to compete to conduct business with the City that requires council approval under City Charter Article VII Section 15 (*Purchase Procedure*), and includes, without limitation:

- (i) an invitation for bids;
- (ii) a request for proposals;
- (iii) a request for qualifications;
- (iv) a notice of funding availability; and
- (v) any other competitive solicitation process for which the purchasing officer, in the purchasing officer's sole discretion, affirmatively determines this article should apply in accordance with Section 2-B.

4. RESTRICTION ON LOBBYING.

Subject to the exclusions in Section 5 (*Permitted Communications*), during a no-lobbying period,

(A) a respondent or an agent shall not communicate directly with a City official or a City employee, or both in order to:

(i) provide substantive information about any respondent or response

with respect to the solicitation to which the communication relates;

(ii) encourage the City to reject one or more of the responses to the solicitation to which the communication relates;

(iii) convey a complaint about the solicitation to which the communication relates; or

(iv) ask any City official or City employee to favor or oppose, recommend or not recommend, vote for or against, consider or not consider, or take action or refrain from taking action on any vote, decision, or agenda item regarding the solicitation to which the communication relates.

(B) a City official shall not contact or communicate with a respondent regarding a response or the solicitation to which the no-lobbying period applies;

(C) a City employee, other than the authorized contact person, shall not contact or communicate with a respondent regarding a response or the solicitation to which the no-lobbying period applies.

5. PERMITTED COMMUNICATIONS.

The following communications are permitted under this article at any time:

(A) any communication between a respondent or agent and any authorized contact person, including, without limitation and in accordance with regulation, any complaint concerning the solicitation;

(B) any communication between a respondent or agent and any person to the extent the communication relates solely to an existing contract between a respondent and the City, even when the scope, products, or services of the current contract are the same or similar to those contained in an active solicitation;

(C) any communication between a respondent or an agent and a City employee to the extent the communication relates solely to a non-substantive, procedural matter related to a response or solicitation;

(D) any communication required by or made during the course of a formal protest hearing related to a solicitation;

(E) any communication between a respondent or an agent and the City's Small & Minority Business Resources Department, that solely relates to compliance with Chapters 2-9A through 2-9D (*Minority-Owned and Women-Owned Business Enterprise Procurement Program*) of the City Code;

(F) any communication between an attorney representing a respondent and an attorney authorized to represent the City, to the extent the communication is permitted by the Texas Disciplinary Rules of Professional Conduct;

- (G) any communication made by a respondent or an agent to the applicable governing body during the course of a meeting properly noticed and held under Texas Government Code Chapter 551 (*Open Meetings Act*);
- (H) any communication between a respondent or an agent and a City employee whose official responsibility encompasses the setting of minimum insurance requirements for the solicitation to which the communication relates, to the extent the communication relates solely to the insurance requirements established by the City in the solicitation; and
- (I) any contribution or expenditure as defined in Chapter 2-2 (*Campaign Finance*).

6. MODIFICATION OF RESTRICTION.

The purchasing officer may waive, modify, or reduce the requirements in Section 4 (*Restrictions on Lobbying*) in order to allow respondents to communicate with a City employee or a City official other than the authorized contact person when the purchasing officer determines, in writing, that the solicitation must be conducted in an expedited manner, including but not limited to a solicitation conducted for reasons of health or safety under the shortest schedule possible with no extensions. Any such modification authorized by the purchasing officer shall be stated in the solicitation.

7. NOTICE.

(A) Each solicitation shall include a notice advising respondents and prospective respondents:

- (i) of the requirements of this article;
- (ii) that any communication initiated by a City employee or City official, other than the authorized contact person, during the no-lobbying period regarding a response or the solicitation may result in a violation of Section 4(A) if the respondent subsequently lobbies that City employee or City official.

(B) The purchasing officer, or a City employee designated by the purchasing officer, shall provide weekly written notice, accessible to all City employees and City officials, of each solicitation for which the no-lobbying period is in effect.

8. DISCLOSURE OF VIOLATION.

A City official or a City employee other than the authorized contact person that becomes aware of a violation of Section 4 (*Restrictions on Lobbying*) shall notify the authorized contact person in writing as soon as practicable.

9. ENFORCEMENT.

(A) A respondent that has been disqualified pursuant to Section 10(A) (*Disqualification; Contract Voidable*) may appeal such disqualification to a subcommittee that is less than a quorum of the Ethics Review Commission

established in Chapter 2-7, Article 2 (*Ethics Review Commission*), whose decision on appeal shall be final and binding. Any appeal must be filed in the manner prescribed by the Ethics Review Commission within 5 calendar days of the notice given by the purchasing officer pursuant to Section 10(B).

(B) The purchasing officer shall waive a violation of Section 4(A) if the violation was solely the result of communications initiated by a City official or a City employee other than the authorized contact person.

(C) The purchasing officer has the authority to enforce this article through rules promulgated in accordance with Chapter 1-2 (*Adoption of Rules*), which at a minimum shall include a notice and protest process for respondents disqualified pursuant to Section 10 (*Disqualification; Contract Voidable*), including:

- (1) written notice of the disqualification imposed pursuant to Section 10 (*Disqualification; Contract Voidable*);
- (2) written notice of the right to protest the disqualification imposed; and
- (3) written notice of the right to request an impartial hearing process.

10. DISQUALIFICATION; CONTRACT VOIDABLE.

(A) If the purchasing officer finds that a respondent has violated Section 2-7-104(1), the respondent is disqualified from participating in the solicitation to which the violation related.

(B) The purchasing officer shall promptly provide written notice of disqualification to a disqualified respondent.

(C) If a respondent is disqualified from participating in a solicitation as a result of violating Section 2-7-104(1) and the solicitation is cancelled for any reason, that respondent is also disqualified from submitting a response to any reissue of the same or similar solicitation for the same or similar project. For the purposes of this section, the purchasing officer may determine whether any particular solicitation constitutes a “same or similar solicitation for the same or similar project”.

(D) If a respondent violates Section 104(1) and is awarded a contract resulting from the solicitation to which the violation relates, the City may void that contract.

(E) Respondents that violate Section 2-7-104(1) three or more times during a five year period may be subject to debarment from participating in any new contracts with the City for a period of up to three years.

- f. **Certificate of Interested Parties.** As required by Section 2252.908 of the Texas Government Code, the Consultant who is awarded the contract is required to submit to the OWNER a complete Form 1295 “Certificate of Interested Parties” that is signed and notarized prior to contract execution. This form must be completed and printed on the Texas Ethics Commission website and returned to Contract Developer at the time of execution of the contract. Information and instructions on completing the form can be found at the following website:

https://www.ethics.state.tx.us/whatsnew/elf_info_form1295.htm

- g. The City of Austin, in accordance with the provisions of Title VI of the Civil Rights Act of 1964 (78 Stat. 252, 42 U.S.C. §§ 2000d to 2000d-4) and the Regulations, hereby notifies all respondents that it will affirmatively ensure that any contract entered into pursuant to this solicitation, disadvantaged business enterprises will be afforded full and fair opportunity to submit responses to this solicitation and will not be discriminated against on the grounds of race, color, or national origin in consideration for an award.

II. Rejection of Proposals

OWNER reserves the right to reject any or all responses received for this RFQ and to waive any minor informality in any submittal or solicitation procedure (a minor informality is one that does not affect the competitiveness of the Consultants).

I. The following **will** cause your firm to be deemed non-responsive:

- The required Key Personnel do not have a current license/registration in the State of Texas at the time of submittal.
- The required Key Personnel are not employed by the prime firm as stated in the evaluation criteria.
- Failure to submit MBE/WBE or DBE Compliance Plan (or other MBE/WBE Procurement Program documents) in accordance with the MBE/WBE Procurement Program Package or DBE Procurement Program Package.
- Failure to have an authorized agent of the Proposer attend the mandatory Pre-Response Meeting, if applicable.
- Statement of Qualifications (SOQs) received from a Proposer who has been debarred or suspended by OWNER's Purchasing Officer.
- SOQs received from a Proposer when Proposer or principals are currently debarred or suspended by Federal, State or City governmental agencies.

II. The following **may** cause your firm to be deemed non-responsive:

- Failure to provide a SOQ stamped "ORIGINAL".
- Failure to provide an electronic version on CD or Flash Drive of your complete SOQ.
- Failure to provide a response to one or more of the Consideration Items.
- Response failed to show the prime firm performing the plurality of the services.
- Prime firm and/or subconsultants did not provide the number of projects required for an evaluation criteria item.
- Exceeding the maximum number of page limitations in any of the sections designated.

- Including projects that have not been completed within the specified time period.
- Combining forms.
- Failure to use the current City of Austin forms.
- Failure to acknowledge receipt of Addenda on Form 1 – Prime Firm General Information.
- Listing a subconsultant’s qualifications in the body of the SOQ, yet failing to list the subconsultant on the compliance plan.

III. Release of Information

Under Texas law, information relating to this Solicitation may be kept confidential until a contract has been executed. OWNER shall not release information relative to this Solicitation during the proposal evaluation process or prior to contract execution, except as otherwise required by law.

IV. Award and Execution of Contract

Capital Contracting Director shall submit recommendation for award to the City Council for those project awards requiring City Council action. Contract will be signed by City Manager or his/her designee after award and submission of required documentation by consultant. Contract will not be binding upon OWNER until it has been executed by both parties. OWNER will process the Contract expeditiously. However, OWNER will not be liable for any delays prior to the award or execution of Contract.

Upon contract award, the selected consultant must submit either their existing or an updated personnel policy (on letterhead) documenting conformity with City Code, Chapter 5-4, § 5-4-2. If the company does not submit a copy of their personnel policy incorporating the non-discrimination policy, the company will not be in compliance and will not receive a contract award.

V. Protest Procedures

The OWNER’s Capital Contracting Director has the authority to settle or resolve any claim of an alleged deficiency or protest. The procedures for notifying the City of an alleged deficiency or filing a protest are listed below. If you fail to comply with any of these requirements, the Capital Contracting Director may dismiss your complaint or protest.

Prior to Solicitation Due Date: If you are a prospective Respondent and you become aware of the facts regarding what you believe is a deficiency in the solicitation process before the Solicitation is due, you must notify the City in writing, through the authorized contact person, of the alleged deficiency before that date, giving the City an opportunity to resolve the situation prior to the Solicitation Due Date.

After Solicitation Due Date: If you submit a response to the City and you believe that there has been a deficiency in the solicitation process or the award, you have the opportunity to protest the solicitation process or the recommended award as follows:

1. You must file written notice of your intent to protest within four (4) calendar days of the date that you know or should have known of the facts relating to the protest. If you do not file a written notice of intent within this time, you have waived all rights to protest the solicitation process or the award.
2. You must file your written protest within fourteen (14) calendar days of the date that you know or should have known of the facts relating to the protest unless you know of the facts before the Solicitation was due. If you know of the facts before that date, you must notify the City as stated above.
3. You must submit your protest in writing, through the authorized contact person, and must include the following information:
 - a. your name, address, telephone, and fax number;
 - b. the solicitation number and the CIP number, if applicable;
 - c. a detailed statement of the factual grounds for the protest, including copies of any relevant documents.
4. Your protest must be concise and presented logically and factually to help with the City's review.
5. When the City receives a timely written protest, the Capital Contracting Director will determine whether the grounds for your protest are sufficient. If the Capital Contracting Director decides that the grounds are sufficient, the Capital Contracting Office will schedule a protest hearing, usually within five (5) working days. If the Capital Contracting Director determines that your grounds are insufficient, you will be notified of that decision in writing.
6. The protest hearing is informal and is not subject to the Open Meetings Act. The purpose of the hearing is to give you a chance to present your case, it is not an adversarial proceeding. Those who may attend from the City are: representatives from the department that requested the purchase, the Law Department, the Capital Contracting Office and other appropriate City staff. You may bring a representative or anyone else that will present information to support the factual grounds for your protest with you to the hearing.
7. A decision will usually be made within fifteen (15) calendar days after the hearing.
8. The Capital Contracting Director will send you a copy of the hearing decision after the appropriate City staff have reviewed the decision.
9. When a protest is filed, the City usually will not make an award until a decision on the protest is made. However, the City will not delay an award if the City Manager or the Capital Contracting Director determines that:
 - a. The City urgently requires the supplies or services to be purchased, or

b. Failure to make an award promptly will unduly delay delivery or performance.

In those instances, the Capital Contracting Office will notify you and make every effort to resolve your protest before the award.

10. The protest or notice of intent and the protest shall be submitted in writing to the following address:

P.O. Address for U.S. Mail:

City of Austin
ATTN: Capital Contracting Officer
P.O. Box 1088
Austin, Texas 78767-0845

PHONE: (512) 974-7181

Street Address for Hand Delivery/Courier Service:

City of Austin
ATTN: Capital Contracting Officer
505 Barton Springs Road, Suite 1045-A
Austin, Texas 78704

END



SCOPE OF SERVICES

Solicitation Number: CLMP296

Project Name: Urban Trails Plan and Sidewalks/ADA Transition Plan Updates

PROJECT FOR:

CITY OF AUSTIN, PUBLIC WORKS DEPARTMENT, THROUGH ITS CAPITAL CONTRACTING OFFICE

PROJECT TITLE:

URBAN TRAILS PLAN AND SIDEWALKS/ADA TRANSITION PLAN UPDATES

OBJECTIVES OF THE PROJECT:

The City of Austin Public Works Department seeks a consultant to:

1. Update the Urban Trails Plan

(<https://app.box.com/s/i80p4ee7vytuq67k9pgz>) adopted in 2014.

The purpose of this update is to update internal policies and to re-examine the proposed trail network. Through the update process, potential new trail alignments or connections should be identified, and existing trail alignments should be re-evaluated based on equity, feasibility, changes in floodplain regulations, network demand, micro-mobility, and other relevant criteria. Additionally, new strategies to sustainably maintain the trail network and engage users should be addressed.

2. Update the Sidewalks/ADA Transition Plan

([https://austintexas.gov/sites/default/files/files/Public_Works/Street %26 Bridge/Sidewalk MPU Adopted 06.16.2016 reduced.pdf](https://austintexas.gov/sites/default/files/files/Public_Works/Street_%26_Bridge/Sidewalk_MPU_Adopted_06.16.2016_reduced.pdf)) adopted in 2016.

The purpose of this update is to: 1) develop a comprehensive sidewalk network buildout plan that supports a complete transit/pedestrian transportation network; 2) provide a transparent web based interactive map of the data and criteria used in the selection of sidewalk improvement projects; 3) undertake a policy and business process review and provide recommendations to support an integrated asset management approach to sidewalk/pedestrian infrastructure.

BACKGROUND:

In 2019, the City of Austin adopted the Austin Strategic Mobility Plan (ASMP). This plan sets forth a citywide goal of achieving a 50/50 mode split by 2039. The ASMP recognizes both the Urban Trails and Sidewalk Networks as vital components of the transportation network necessary to meet this goal.

The City of Austin Public Works Department sponsors and manages the Urban Trails and Sidewalks/ADA Transition programs which work to promote and construct accessible, all-ages and-abilities pathways for recreation and active transportation throughout the city.

The Urban Trails Program's goals are to provide transportation and recreation opportunities to users from all parts of the City, and safe connections to adjacent sidewalk, bicycle and transit networks. The 2014 Urban Trails Plan identified 47 miles of Tier 1, high priority, trails and 360 miles of Tier 2 trails. Trails considered Tier I provide a strong potential for both transportation and recreational use, serve significant surrounding populations, enhance connections to the on-street bicycle and sidewalk network, and are sensitive to the environmental context. More information on existing trails and trail projects can be found at: <http://austintexas.gov/urbantrails>.

The City of Austin 2016 Sidewalk/ADA Transition Plan establishes asset management policies for sidewalks within City of Austin right-of-way. The goals of the Sidewalk Program are to encourage walking as a viable mode of transportation, improve pedestrian safety, and enable people to walk to and from transit stops; improve mobility and access for people with disabilities; help control air pollution and traffic congestion; and include sidewalks and other pedestrian facilities as necessary and integral components of the transportation system.

ANTICIPATED SERVICES:

The consultant will work with City of Austin staff and other stakeholders to provide the following services and deliverables as they update the 2014 Urban Trails Plan and the 2016 Sidewalk Plan:

Task 1: Project Management

Develop a work plan and timeline for project milestones and manage the project to ensure it stays on track. Consultant shall work closely with City of Austin staff, attend regular project meetings, by phone or in person, and provide regular progress reports.

Deliverables:

- Work plan and schedule; and
- Monthly progress reports.

Task 2: Evaluation and Analysis of Existing Conditions

Urban Trails: Work with City of Austin staff and other stakeholders to evaluate existing trails and potential trail corridors. City staff will provide available datasets to best complete the scope of work. Consultant shall consider:

- Demographics;
- Health data;
- Equity;
- Proximity to existing homes or businesses;
- Location in dense area of the city or in desired growth area;
- Potential for linkage and connectivity with key destinations;
- Connectivity to existing and future transportation systems;
- Network demand analysis;
- Feasibility;
- Natural vegetation and ease of development; and
- Potential acquisition and development costs.

Sidewalks: Work with City of Austin, TXDOT, Utility providers, and Capital Metro staff and other stakeholders to update pedestrian asset inventories based on existing data, construction as-builts, subdivision and development permit records, annexation information, aerial imagery and other appropriate data sources.

Deliverables:

- Urban Trails maps to identify key corridors, opportunities, and constraints;
- Written summary of trail system opportunities and constraints; and
- Updated GIS datasets including, but not necessarily limited to, sidewalks and curb ramps.

Task 3: Public Outreach

Develop and conduct a robust, equitable and engaging program, giving interested stakeholders and citizens the opportunity to provide meaningful input to policy changes, prioritization criteria, and proposed trail corridors and sidewalk network. At minimum, this should be a two-part process, with opportunities for citizens to provide meaningful input at the early stages of the planning process during information gathering, and again at the end of the process to provide feedback on the draft updates to the plans. The public outreach process should also strive to increase the visibility of the Urban Trails and Sidewalks/ADA Transition program, and the importance of a comprehensive and robust urban trails and pedestrian network throughout the City of Austin.

Deliverables:

- Equity based outreach plan with specific performance targets;
- Public outreach materials;
- Web-based public input tools leveraging Geographic Information System (GIS) capabilities;
- Non-traditional/innovative outreach methods;
- Lead public meetings; and
- Public outreach findings; including an evaluation of the effectiveness of equity performance plan.

Task 4: Policy and Process Recommendations

Urban Trails: Develop policy recommendations regarding interdepartmental coordination, especially as it relates to engineering and environmental considerations, permitting, and partner department/agency/business community coordination. Evaluate and consider recommendations for engineering design standards to ensure a sustainably maintained trail network. Where appropriate, base policy recommendations on best practices utilized by comparable cities for their urban trail system.

Sidewalks: Comprehensive analysis of all private and public sector sidewalk/pedestrian infrastructure related construction, permitting requirements and processes, and data tracking. Research on best practices to support an asset management approach to

sidewalk/pedestrian infrastructure. Policy and business process recommendations to support efficient delivery and maintenance of a complete pedestrian network.

Deliverables:

- Urban trail specific policy issue evaluation and recommendations;
- Specific policy recommendations to support accelerated buildout and effective maintenance of sidewalk/pedestrian transportation network;
- Detailed business process recommendations to ensure comprehensive tracking of sidewalk/pedestrian infrastructure; and
- Specific policy and/or best practice recommendations to systematically address ADA barriers and ROW/construction constraints related to co-located utility infrastructure.

Task 5: Trail Network Identification & Prioritization

the consultant shall develop trail prioritization criteria and an associated recommended trail system for future construction using public input, best practices for design, sustainability and placemaking, and engineering feasibility analysis.

Deliverables:

- Trail prioritization criteria;
- Project prioritization matrix; and
- Transparent web based interactive map of the data and the criteria used in the prioritization of projects.

Task 6: Sidewalk Network Buildout Plan

The plan should be based on the established prioritization model, public input, and a comprehensive approach to transit-supportive pedestrian network design. The plan should integrate policy and analysis from the Imagine Austin, Austin Strategic Mobility Plan, Vision Zero Plan, Safe Routes to School Plans and other applicable plans.

Deliverables:

- Sidewalk/pedestrian transportation network plan/map; and
- Transparent web based interactive map of the data and criteria used in the selection of sidewalk improvement projects.

Task 7: Final Urban Trail Plan and Sidewalks/ADA Transition Plan and Data Delivery

Consultant shall provide editable digital copy and hard copy reports for review. Once a draft is reviewed and final comments incorporated, consultant will coordinate printing of the final approved plans. Existing and proposed alignments for the Urban Trails System will be delivered to the City in a digital format compatible with the City of Austin GIS system in accordance with City GIS standards.

Deliverables:

- Final plans, hard copies and digital versions;

- Urban Trails System GIS Data;
- Sidewalk buildout network GIS data;
- Update of Sidewalk dataset; and
- Update of Urban Trails dataset.

PROPOSED PROCUREMENT SCHEDULE

Pre-Response Meeting: February 10, 2020
 RFQ Submittals Due: March 4, 2020
 Interviews (if necessary): week of April 27th, 2020
 Council Meeting (tentative): July 2020
 Target Contract Execution: September 2020

COST ESTIMATE:

The Consultant services budget for this project is estimated to be \$1,000,000.

MAJOR AND OTHER SCOPES OF WORK:

Below is a list of the major scopes of work that the City has identified for this project. ****There must be representation for all major scopes of work listed in the prime's statement of qualifications.*** The experience of the firms listed to perform the Major Scopes of Work, whether a subconsultant or prime firm, will be evaluated under Consideration Item 6 – Major Scopes of Work – Comparable Project Experience.

In addition, the City has identified Other Scopes of work that MAY materialize during the course of the project. The City does not guarantee that the scopes listed under Other Scopes of work will materialize on this contract. If the prime consultant intends to enter into a subconsulting agreement on a scope of work not listed below, the prime consultant is required to contact SMBR and request an updated availability list of certified firms in each of the scopes of work for which the prime consultant intends to utilize a subconsultant.

Major Scopes of Work

- Transportation Engineering & Planning
- Public/Community Engagement
- Geographic Information Systems (GIS)

Other Scopes of Work

- Environmental Consulting (Incl. Sustainability)
- Feasibility analysis

Notes:

- Participation at the prime or subconsultant level may create a conflict of interest and thus necessitate exclusion from any contracts resulting from the work performed in the design phase.
- If the City determines that a conflict of interest exists at the prime or subconsultant level, the City reserves the right to replace/remove the prime or instruct the prime consultant to remove the subconsultant with the conflict of interest and to instruct the prime consultant to seek a post-award change to the prime consultant's compliance plan as described in City Code § 2-9B-23. Such substitutions will be dealt with on a case-by-case basis and will be considered for approval by Small and Minority Business Resources (SMBR) in the usual course of business. The City's decision to remove a prime or subconsultant because of a conflict of interest shall be final.
- For Subproject assignments that include construction activities performed by the CONSULTANT or Subconsultants, workers shall be paid not less than the prevailing wage rates, as referenced in Section 00830 of the City's General Requirements which can be found at the following link:
[http://www.austintexas.gov/sites/default/files/files/00830_March_1_2017 .pdf](http://www.austintexas.gov/sites/default/files/files/00830_March_1_2017.pdf)
- A consultant performance evaluation will be performed on all professional services contracts. This evaluation will be conducted at the end of each Preliminary, Design and Construction phase.
- Please review the City of Austin's Public Participation Principles
<http://austintexas.gov/page/public-participation-principles>
- **CITY OF AUSTIN PUBLIC PARTICIPATION PRINCIPLES: Accountability and Transparency**
The City will enable the public to participate in decision-making processes by providing clear information on the issues, the ways to participate, and how their participation contributes to the decision.

Fairness & Respect

The City will maintain a safe environment that cultivates and supports respectful public engagement and will expect participants to do so in turn.

Accessibility

The City will respect and encourage participation by providing ample public notice of opportunities and resources and accommodations that enable all to participate.

Predictability & Consistency

The City will prepare the public to participate by providing meeting agendas, discussion guidelines, notes, and information on next steps.

Creativity & Community Collaboration

(Inclusivity and Diversity)

The City will use innovative, proven, and customized engagement solutions that are appropriate to the needs of the projects and the participants.

Stewards of Resources

The City will balance its commitment to provide ample opportunities for public involvement with its commitment to delivering government services efficiently and using City resources wisely.



EVALUATION CRITERIA STAND ALONE SOLICITATIONS

Solicitation Number: CLMP296

Project Name: Urban Trails Plan and Sidewalks/ADA Transition Plan Updates

The following is a description of items to receive consideration in the evaluation of responses for providing professional engineering/architectural/planning services to the City of Austin. Following each description are the evaluation points associated with the item. TOTAL POSSIBLE POINTS EQUALS 100 (plus 15 points for interviews, if conducted). Wherever used, "prime firm" denotes a single firm or a joint venture responding as the prime consultant. Wherever used, "page" refers to single-sided, single spaced, 10-point minimum font printed 8-1/2 x 11-inch pages. The prime firm shall perform the largest share of the assignment (on an estimated percentage of total agreement basis). Responses failing to show the prime firm performing the plurality of the services shall be rejected as non-responsive.

Limitations on volume of requested information apply equally to single firms and joint ventures regardless of the number of firms partnering in the joint venture. Responses with excess volume or which do not include information for the evaluation of all consideration items may not be thoroughly reviewed or may be rejected as non-responsive.

All prime firms and subconsultants must be registered to do business with the Owner prior to contract award. Prime firms are responsible for ensuring that their subconsultants are registered as vendors with the City of Austin. You may register through the Owner's on-line Vendor Registration system. Log on to the link below and follow the directions: https://www.ci.austin.tx.us/financeonline/vendor_connection/index.cfm

A newly formed firm, in business fewer than five years, may serve as a subconsultant to a prime firm. Qualifications should be illustrated in Consideration Item 6, Major Scopes of Work. Principals should include their experience on Form 11. In the "Project Description" field, enter the project description, as well as the name of the firm the principal was working for at the time the project was completed. In the "Services Provided" field, enter the services performed as it relates to the Major Scopes of Work to be performed by the subconsultant.

NOTES:

- ❖ Firms and individuals, who are proposed as staff on this RFQ, must adhere to the requirements of Subchapter A of the Texas Professional Engineering Practice Act regarding the use of the term "engineer". The full text of the Texas Professional Engineering Act may be found at: <http://www.engineers.texas.gov>.
- ❖ Firms and individuals who are proposed as staff on this RFQ, must adhere to the requirements of Subchapter A of the Texas Architecture Practice Act regarding the use of the term "Architect". The full text of the Texas Architecture Practice Act may be found at: <http://www.statutes.legis.state.tx.us/Docs/OC/word/OC.1051.doc>

DEFINITIONS:

The following definitions are meant to assist the prime firm in determining the appropriate key team members for this project. These definitions are not exhaustive and are meant only as a guide.

1. "Completed Project" - The City will consider a project complete when:
 - a) The specified discipline for which you are working has been completed; or,
 - b) All phases or scopes of work have been completed.
2. "Project Manager": The COA defines a project manager as an individual in the prime firm who:
 - ◆ Sets deadlines, assigns responsibilities and monitors and summarizes progress of project.
 - ◆ Has the responsibility of the planning, execution and closing of a project.

EVALUATION CRITERIA – STAND ALONE

- ◆ Responsible for accomplishing the stated project objectives and deliverables.
- ◆ Leads project meetings to collect and disseminate information pertaining to the project.
- ◆ Coordinates the collection and dissemination of information between/within the company and COA.
- ◆ Manages all aspects of the project, including subconsultants.

3. "Project Principal": The COA defines a project principal as an individual in the prime firm who:

- ◆ Has executive oversight of projects.
- ◆ Has the authority to remove the PM and/or Project Professional (PE or PA) assigned to this project.
- ◆ Has the authority to secure additional resources to the project.

4. "Project Professional": The COA defines a project professional as an individual in the prime firm who:

- ◆ Serves as lead Engineer, Architect, Landscape Architect, Planner or other professional on the proposed team who designs and develops project specifications.
- ◆ Creates, reviews and provides resolution of technical specifications.
- ◆ Directs other professional activities.
- ◆ Is responsible for the preparation of probable construction cost estimates.
- ◆ Has all required licenses, certifications or registrations from the State of Texas at the time of submittal.

Consideration Item #	Title	Maximum Point Value
1	MBE/WBE PROCUREMENT PROGRAM	N/A
2	TURNED IN ALL REQUIRED DOCUMENTS	N/A
3a	TEAM'S STRUCTURE	10
3b	TEAM'S PROJECT APPROACH	20
4	EXPERIENCE OF KEY PERSONNEL	20
5	PRIME FIRM'S COMPARABLE PROJECT EXPERIENCE	15
6	MAJOR SCOPES OF WORK – COMPARABLE PROJECT EXPERIENCE	15
7	TEAM'S EXPERIENCE WITH AUSTIN ISSUES	10
8	CITY OF AUSTIN'S EXPERIENCE WITH PRIME FIRM	10
9	INTERVIEWS (OPTIONAL)	15

CONSIDERATION ITEM 1

MBE/WBE PROCUREMENT PROGRAM

Were Goals achieved or did response indicate that a Good Faith Effort was made to achieve the Goals?

No - Response **will not** be evaluated.

Yes - Evaluation of the response will continue.

Attach the following:

- **MBE/WBE Compliance Plan**
- **Letters from subconsultants confirming contact/commitment to the project.**

CONSIDERATION ITEM 2
TURNED IN ALL REQUIRED DOCUMENTS

Did respondent turn in the requested documents as required by this Consideration Item and the forms and submittal requirements for all other consideration items?

- No** - Response **will not** be evaluated.
- Yes** - Evaluation of the response will continue.

Respondent must attach the following to Consideration Item 2:

- **Form 1 – Prime Firm General Information**

NOTE: Other forms and submittal documents required in the remaining consideration items should be attached to that respective consideration item.

CONSIDERATION ITEM 3a
TEAM'S STRUCTURE
10 Points Maximum

City is interested in team's organizational structure. Identify project leadership, reporting responsibilities, how prime firm will interface with City's project manager, and how subconsultants will work within the team structure. Describe the roles of the key individuals proposed to work on this project. **Indicate activities, responsibilities and key personnel on the organizational chart. Organizational chart may be submitted on 11 x 17 paper. Response should align with team's proposed MBE/WBE Compliance Plan provided in Consideration Item 1 above.**

- **Provide an organizational chart. (1 page limit)**
 - **Provide a brief narrative. (Narrative should not exceed 4 pages)**
-

CONSIDERATION ITEM 3b
TEAM'S PROJECT APPROACH
20 Points Maximum

City is interested in team's overall understanding of the project scope and issues. Describe any significant project issues and the team's approach in addressing those issues. Reference issues seen on similar scoped projects, and the overall approach to mitigate those and other issues. Describe your team's methods to successfully complete the work; your team's understanding of the techniques and sequencing required; and how the prime firm will interface with the City's

appointed representative. Please describe the major subconsultants' placement in the overall approach to the project.

- Provide a narrative not to exceed five (5) pages.
-

CONSIDERATION ITEM 4

EXPERIENCE OF PROJECT MANAGER, PROJECT PROFESSIONAL, AND PROJECT PRINCIPAL (past 10 Years)

20 Points Maximum

(Project Manager – 10 points; Project Professional – 6 points; Project Principal – 4 points)

City is interested in the experience of the Project Manager, Project Professional, and Project Principal that demonstrates history and success with projects of similar programs, budgets, and/or clients as the project described in this solicitation. Points will be awarded as indicated above. Only one individual per job responsibility should be designated. The prime consultant must employ the Project Manager, Project Professional, and Project Principal. The Project Manager, Project Professional, and Project Principal may be the same individual. The Project Professional must be licensed as a professional engineer in the State of Texas at the time of submittal.

List three (3) projects meeting these criteria which have been completed in the past ten (10) years for each individual.

- **Complete Form 6 – Experience of Project Manager. Please provide no more than one (1) page per project.**
 - **Complete Form 7 – Experience of Project Professional. Please provide no more than one (1) page per project.**
 - **Complete Form 8 – Experience of Project Principal. Please provide no more than one (1) page per project.**
 - **Attach a resume of no more than two (2) pages for each individual.**
-

CONSIDERATION ITEM 5

PRIME FIRM'S COMPARABLE PROJECT EXPERIENCE (past 5 years)

15 points maximum

City is interested in the prime firm's history and success with projects of similar programs, budgets, and/or clients as the project described in this solicitation. List three (3) projects meeting these criteria which have been completed in the past five years. In addition, City may consider history of firm in complying with project programs, schedules, and budgets on previous City projects.

- Provide a narrative not to exceed one (1) page.
 - Complete Form 9 and provide no more than one (1) page per project.
-

CONSIDERATION ITEM 6

MAJOR SCOPES OF WORK - COMPARABLE PROJECT EXPERIENCE (past 5 years)

15 points maximum

The City has identified Major Scopes of Work to be provided for this project, which are included in the Scope of Services. Each scope of work can be accomplished through subcontracting other firms or utilizing the prime firm. The City is interested in the history and success of the firm proposed to perform the scope of work (subconsultant or prime), with projects of similar programs, budgets, and/or clients as the areas identified. List three (3) projects per Major Scope of Work meeting these criteria which have been completed in the past five years. In addition, City may consider history of firms in complying with project programs, schedules, and budgets based on previous City projects. If more than one firm is listed for a particular Major Scope of Work, the City expects the work will be divided evenly among them. If more than one firm is listed for a particular Major Scope of Work, list three (3) projects per firm per scope of work. Provide no more than one page per firm per scope.

- **Complete Form 10 for each Major Scope of Work listed in the Scope of Services. Provide no more than one page per Major Scope of Work, per firm. All major subconsultants listed in this item must also be included in your MBE/WBE compliance plan or No Goals Utilization Plan.**
-

CONSIDERATION ITEM 7

TEAM'S EXPERIENCE WITH AUSTIN ISSUES

10 Points Maximum

City is interested in the team's (including subconsultants) experience with Austin issues, as may be evidenced by work in the Austin area during the past five (5) years. Briefly describe experience in the following areas and reference projects relating to that experience:

- ◆ Austin area historical, civic and cultural values.
 - ◆ Austin environmental community, conditions and constraints.
 - ◆ Public awareness and involvement in project development in the Austin area.
- **Provide a brief narrative of no more than four (4) pages.**
-

CONSIDERATION ITEM 8

CITY OF AUSTIN’S EXPERIENCE WITH PRIME FIRM (past 5 years)

10 Points Maximum

The City will consider the history of the firm in complying with project programs, schedules, and budgets on previous City of Austin projects within the last five (5) years.

Scoring is based on consultant performance evaluations completed by City staff for City projects, considering:

1. Schedule / Timeliness of Performance
2. Budget / Cost Control
3. Quality of Work Performed
4. Invoicing and Payments
5. Deliverables
6. Compliance with MBE/WBE/DBE Procurement Program(s)
7. Regulatory Compliance and Permitting
8. Adequacy and Availability of Workforce
9. Project and Contract Management
10. Communications, Cooperation, and Business Relations

Firms who have had no previous City of Austin projects relative to the industry or engineering discipline of this solicitation, will receive a score equal to the average of all firms in the database with previous City of Austin projects relative to the industry or engineering discipline of this solicitation.

CONSIDERATION ITEM 9

INTERVIEWS (OPTIONAL)

15 Points Maximum

The City may determine that it is necessary to interview short-listed firms prior to making a recommendation to the City Council. Staff intends to use the following guidelines for the optional interview process:

- ◆ The point difference between the first and second ranked firm is less than three points.
- ◆ The number of firms interviewed will depend on the closeness of the scores following evaluation of the written proposals.
- ◆ Staff will consider significant gaps in point separation between the top ranked firms in determining the number of firms to be interviewed.
- ◆ Only firms that are considered qualified to perform the work, on the basis of their written proposal, will be invited for interviews.

EVALUATION CRITERIA – STAND ALONE

- ◆ No more than five firms will be interviewed.
- ◆ Staff may conduct interviews in other cases where staff believes it is in the best interest of the City.
- ◆ The City reserves the right to determine whether an interview will be conducted for every solicitation/project.

CITY OF AUSTIN



CITY CODE CHAPTER 2-9B PROFESSIONAL SERVICES – PROJECT SPECIFIC MBE/WBE PROCUREMENT PROGRAM



Solicitation Name:

Solicitation Number:

Issue Date:



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MBE/WBE GOAL(S)

Annual/Project Participation Goal(s)			Annual/Project Participation Subgoals			
MBE	_____	%	OR	African American	_____	%
WBE	_____	%		Hispanic	_____	%
Combined MBE/WBE	_____	%		Asian/Native American	_____	%
				WBE	_____	%

OVERVIEW

This document should be read in conjunction with the City of Austin’s (City) Minority-owned and Women-owned Business Enterprise Procurement Program Ordinance for Professional Services (Chapter 2-9B of the City Code) and the Small and Minority Business Resources Department (SMBR) Rules. The definitions contained in Chapter 2-9B apply to this document. The City Code and Rules are amended from time to time and the Proposer is responsible for ensuring they have the most up to date version. The City Code and Rules are incorporated into this document by reference. Copies of City Chapter 2-9B and SMBR Rules may be obtained online at www.austintexas.gov/department/small-and-minority-business/documents or in person at SMBR, 4201 Ed Bluestein, Austin, Texas 78721 (512) 974-7600.

Firms or individuals submitting responses to this Request for Qualifications agree to abide by the City’s Minority-owned and Women-owned Business Enterprise (MBE/WBE) Procurement Program and Rules. The City’s MBE/WBE Program is intended (1) to promote and encourage MBEs and WBEs to participate in business opportunities with the City of Austin; (2) to afford MBEs and WBEs an equal opportunity to compete for work on City contracts; and (3) to encourage contractors to provide subconsulting opportunities to certified MBEs and WBEs by soliciting such Firm for subcontracting opportunities. The City of Austin and its consultants shall not discriminate on the basis of race, color, national origin, disability, or gender in the award and performance of contracts.

The City encourages Proposers to achieve the MBE/WBE participation goal(s) and subgoals for this contract. However, Proposers may comply with the City Code and Rules without achieving the participation goal(s) so long as they make and document Good Faith Efforts that would allow MBE and WBE participation per Section 2-9B-21 of the City Code and Section 9.1 of the Rules. Proposers that do not meet the project’s goal(s) or subgoals are subject to Good Faith Efforts review.

Prior to the due date and time specified in the City’s solicitation documents, all Proposers(including those Firms certified as MBE/WBEs) shall submit: (1) an *MBE/WBE Compliance Plan* and (2) if it is anticipated the project goal(s) will not be met, all appropriate documentation to demonstrate Good Faith Efforts to meet the project goal(s). Any questions regarding preparation of the *MBE/WBE Compliance Plan* should be directed to SMBR at SMBRComplianceDocuments@austintexas.gov. Such contact is not a violation of the Anti-Lobbying Ordinance (Chapter 2-7 of the Austin City Code).

The City has implemented Anti-Lobbying Ordinance. Under Chapter 2-7, there is a “no-contact” period from the date the City issues a solicitation until the contract is executed. During the “no-contact” period, a person responding to a City solicitation can speak only to the contract’s authorized contacts regarding their solicitation response. Chapter 2-7 allows certain exceptions; for instance, a person responding to a City solicitation may speak to SMBR

regarding this *MBE/WBE Compliance Plan*. See the full language of the City Code or solicitation documents for further details.

MBE/WBE COMPLIANCE PLAN INSTRUCTIONS

(See Appendix A)

If the *MBE/WBE Compliance Plan* and Good Faith Efforts documentation are not submitted prior to the due date specified in the solicitation documents, the Proposal will be deemed non-responsive and not be accepted for consideration.

SMBR may request written clarification of items listed on the *MBE/WBE Compliance Plan*. However, there will be no further opportunity for the Proposer to augment the MBE/WBE participation originally listed in the *MBE/WBE Compliance Plan* or to demonstrate Good Faith Efforts that were not made prior to the submission of the *MBE/WBE Compliance Plan*. Changes to the *MBE/WBE Compliance Plan* are permitted only after contract execution and only with prior written approval of SMBR.

Please type or clearly print all information, use “none” or “N/A” where appropriate, and sign and date the *MBE/WBE Compliance Plan* as indicated. ***MBE/WBE Compliance Plans* not complying with the *MBE/WBE Compliance Plan* Instructions shall be rejected as non-responsive. Submissions not utilizing the forms provided with the solicitation may render the submission nonresponsive or noncompliant.**

Section I Project Identification and Goal(s)

This section includes the pre-filled Project Name, Project/Solicitation Number, and project goal(s) or subgoals. The Proposer does not need to fill in any information under Section I.

Section II Proposer Information

The Proposer should complete this section with its information and sign in the space provided. The portion of Section II marked as “Reserved for City of Austin SMBR Only” should be left blank.

Section III MBE/WBE Compliance Plan Summary

This section is a summary of Subconsultant participation for this Proposal. Proposer should complete Sections IV-VI, described below, before attempting to complete Section III. After completing Sections IV-VII, calculate the percentage of MBE/WBE participation for each goal(s) and enter the information in the blanks provided. Because Section III is a summary, if there are any inconsistencies between Sections IV-VI and Section III, the calculations contained in Sections IV-VI will prevail. If the Proposer indicates that they do not anticipate meeting the goal(s) with certified MBE/WBE firms, then the Proposer shall submit documentation detailing their Good Faith Efforts to meet the established MBE/WBE goal(s). The MBE/WBE Compliance Plan will be reviewed and approved by the Small and Minority Business Resources Department.

Section IV Disclosure of MBE and WBE Subconsultants

Please list all certified MBE/WBEs Subconsultants using the legal name and vendor code under which they are registered to do business with the City and the percentage of the work they will be performing themselves. Do not include the percentage of work that the MBE/WBE’s Subconsultants will be subcontracting to second-level Subconsultants. By listing certified MBE and WBE Firms on the MBE/WBE Compliance Plan, the Proposer indicates that both parties acknowledge the price and scope of work and that they are prepared to contract for that price and scope if the City awards the project to the Proposer. Unit price subcontracts are acceptable if appropriate to the type of work being performed. A Letter of Intent (LOI) does not replace a binding contract between a prime contractor and a Subconsultant.

Before completing Section IV of the *MBE/WBE Compliance Plan*, please read the following instructions regarding how to count MBE/WBE participation:

- (A) Only the percentage of the work actually performed by the MBE/WBE shall be counted toward the goal(s). This includes:
- (1) work performed by the MBE/WBE's own forces;
 - (2) the cost of supplies, materials, or equipment purchased, leased, or otherwise obtained by the MBE/WBE for the work of the contract (except that supplies, materials, and equipment purchased or leased from the prime contractor or its affiliate may not be counted toward the goal(s)); and
 - (3) fees or commissions charged by an MBE/WBE for providing a bona fide service, such as professional, technical, consultant, or managerial services, or for providing bonds or insurance specifically required for the performance of a contract, provided the fee is reasonable and not excessive as compared with fees customarily allowed for similar services.
- (B) When a Proposer purchases supplies, materials, or equipment from an MBE/WBE, the cost of those supplies, materials, or equipment shall be counted toward the goal(s) as follows:
- (1) If the supplies, materials, or equipment are obtained from an MBE/WBE that is a Manufacturer or Regular Dealer, 100 percent of the payment for the supplies, materials, or equipment shall be counted toward the goal(s).
 - (2) If the supplies, materials, or equipment are obtained from an MBE/WBE that is neither a Manufacturer nor a Regular Dealer, the cost of the materials and supplies themselves shall not be counted toward the goal(s). However, fees or commissions charged for assistance in the procurement of the materials and supplies, or fees or transportation charges for the delivery of materials or supplies required on a job site, may be counted toward the goal(s) if the payment of such fees is a customary industry practice and such fees are reasonable and not excessive as compared with fees customarily allowed for similar services.
- (C) When an MBE/WBE Subconsultant listed on the MBE/WBE Compliance Plan subcontracts part of the work of its contract to another Firm, the percentage of that second-level subcontracted work may not be counted toward the goal(s) based on the initial Subconsultant's MBE/WBE certification. Please see Section VI for an explanation of how to count the percentage of second-level Subconsultants' work.
- (D) A Firm owned by a minority woman may be certified as both an MBE and a WBE (dual certified). On a single contract, the percentage of the work performed by a dual certified Subconsultant may not be counted toward both the MBE and the WBE goal(s). The Proposer must decide whether to designate the dual certified Subconsultant as an MBE or a WBE in the *MBE/WBE Compliance Plan* for the purpose of meeting the goal(s) set for that contract. That designation may not be changed for the duration of the contract.
- (E) When an MBE/WBE performs as a participant in a certified Joint Venture, only the portion of the contract percentage that is the result of the distinct, clearly defined portion of the work that the MBE/WBE performs with its own forces and for which it is at risk shall be counted towards the project goal(s). For more specific information regarding requirements and evaluations of certified MBE/WBE Joint Ventures, please see the City's MBE/WBE Procurement Program Rules or contact SMBR's Certification Division.

(F) Only expenditures to an MBE/WBE contractor that is performing a Commercially Useful Function shall be counted toward the project goal(s). If SMBR makes an initial determination that an MBE/WBE is not performing a Commercially Useful Function given the type of work involved and normal industry practices, the MBE/WBE may present evidence to rebut this presumption.

(G) To be counted toward project goal(s), MBE/WBEs must be certified by SMBR prior to the due date to submit the MBE/WBE Compliance Plan as specified in the City’s solicitation documents. A Firm that is certified as an MBE/WBE at the time that the MBE/WBE Compliance Plan is filed may cease to be a certified Firm before the contract is completed. Only the percentage of the work performed by such a Firm while it is certified may be counted toward the project goal(s).

Section V Disclosure of Non-Certified Subconsultants

Please list all known non-certified Subconsultants, using the legal name under which they are registered to do business with the City, to be used in the performance of this contract. If Proposer will not use any non-certified Firms, please write “N/A” in the first box on this page.

The scopes of work indicated in Section V will be considered subcontracting opportunities for MBEs and WBEs, unless it is demonstrated that certified MBEs or WBEs are unavailable or do not possess the requirements in the technical portion of the solicitation to perform the work involved. If Proposer did not meet the project goal(s), Proposer must explain in the space provided why MBEs/WBEs were not used as Subconsultants and ***submit documentation for the stated reason if applicable***. If Proposer did meet the project goal(s), please indicate “Goal(s) Met” in the space provided.

Section VI Disclosure of Second-Level Subconsultants

Please complete this section if Proposers knows that one or more of Proposer’s Subconsultants will subcontract part of the work of their contracts to second-level Subconsultants. In the last line of each entry box, please write the name of the first-level Subconsultant that will be subcontracting work to the second-level Subconsultant. Identify second-level Subconsultants by the legal name and vendor code under which they will be registered to do business with the City. The first-level Subconsultant should be listed in Section IV or Section V. If Proposer is not aware of any second-level Subconsultants, please write “N/A” in the first box on this page.

As discussed in Section IV above, when an MBE/WBE Subconsultant subcontracts part of the work of its contract to another Firm, the percentage of that second-level Subconsultant work may not be counted toward the goal(s) based on the initial Subconsultant’s MBE/WBE certification. The percentage of the second-level Subconsultant work may be counted toward the project goal(s) only based on the second-level Subconsultant’s own MBE/WBE certification, if any. Work that an MBE/WBE subcontracts to a non-certified firm does not count toward the goal(s). Work that an MBE/WBE Subconsultant contracts to another certified firm shall not be counted in separately towards each individual or separate goal(s).

Section VII MBE/WBE Compliance Plan Checklist

Please complete the *MBE/WBE Compliance Plan Checklist* with the information requested if the stated project goal(s) are not met.

GOOD FAITH EFFORTS INSTRUCTIONS

(See Appendices B and D)

The Proposer has a responsibility to make a portion of the work available to MBE/WBE Subconsultants so as to facilitate meeting the goal(s) or subgoals. If the Proposer cannot achieve the goal(s) or subgoals, documentation of the Proposer's Good Faith Efforts to achieve the goal(s) or subgoals must be submitted at the same time as the MBE/WBE Compliance Plan. The SMBR Director will review the documentation provided and determine if the Proposer made sufficient Good Faith Efforts. That there may be some additional costs involved in soliciting and using MBEs and WBEs is not a sufficient reason for a Proposer's failure to meet the goal(s) and subgoals, as long as such costs are reasonable. However, a Proposer is not required to accept a higher proposal from a Subconsultant in order to meet a goal(s) or subgoals.

Contacting Potential MBE/WBE Subconsultants

The City has determined the scopes of work for this project and provided an Availability List of all the MBE and WBE firms certified to perform those scopes. The *Availability List* is included with the solicitation documents and has two sections: *Vendors Within the Significant Local Business Presence (SLBP) Area* and *Vendors Outside the Significant Local Business Presence (SLBP) Area*. As part of Good Faith Efforts, Proposers **must** contact **all** firms listed in the *Vendors Within the SLBP Area* section. Please note that every firm on the Availability List – inside and outside the SLBP – is City-certified as an MBE or WBE for purposes of meeting the project goal(s), and Proposers are encouraged to contact all the firms. If a Proposer identifies an additional scope of work for this project not identified in the solicitation, the Proposer must request from SMBR an Availability List for that scope of work and contact all firms, if any, on such list. The SMBR Director determines whether the Proposer has made sufficient Good Faith Efforts if goal(s) or subgoals are not met.

The City neither warrants the capacity or availability of any Firm, nor does the City guarantee the performance of any Firm indicated on the availability list.

The availability list is sorted in numerical sequence by National Institute of Governmental Purchasing (NIGP) Commodity Code. It includes all certified MBE/WBE vendors for the scopes of work identified by the City as being potentially applicable to this project. However, the availability list is not a comprehensive identification of all areas of potential subcontracting opportunities. If a Proposer identifies one or more work areas that are appropriate subcontracting opportunities that not included on the availability list, the Proposer shall contact SMBR to request the availability list for MBE and WBE Firms in those areas. Requests for supplemental availability lists will be evaluated as a part of the Proposer's Good Faith Efforts to meet the goal(s).

If the Proposer believes any of the work areas on the availability list are not applicable to the project's scope of work or if the Proposer believes that the lists are inaccurate, the Proposer shall notify the authorized contact person of the concern immediately and prior to submission of the response to the solicitation. All Proposers will be notified in writing of any inaccuracy by addendum to the solicitation. Concerns about a particular MBEs/WBE's certification status may be addressed to SMBR at SMBRComplianceDocuments@austintexas.gov. If the Proposer wants to use a certified Subconsultant that does not appear on this list, Proposer may request from SMBR or visit https://www.austintexas.gov/financeonline/account_services/search/ for proof of certification and the specific work areas for which the Subconsultant has been certified.

Appendix B provides a format for collecting required information from the Subconsultants on the *Availability List*. The information must be obtained at least seven (7) business days prior to the solicitation proposal due date and time. Alternate formats may be acceptable as long as they gather the same required information. Included with the solicitation documents is an alphabetized list containing the names and addresses of the MBE/WBE Firms listed on the *Availability List*. This list is also in label format and is designed to facilitate the printing of mailing labels.

The following certification codes are used on the availability list:

F	Female	M	Male
AA/B	African American	H	Hispanic
A/N	Asian/Native American	W/C	Caucasian
LOC	A firm's two-digit location code (e.g., SL or TX)	AU	Austin
SL	Significant Local Business Presence (SLBP)	TX	Outside SLBP
MBE	A firm certified as a Minority-owned Business Enterprise	WBE	A firm certified as a Woman-owned Business Enterprise
MWB	A firm certified as both a Minority-owned & Woman-owned Business Enterprise	WMB	A firm certified as both a Woman-owned & Minority-owned Business Enterprise
MWDB	A firm certified as a Minority-owned, Woman-owned, and Disadvantaged Business Enterprise	WMDB	A firm certified as a Woman-owned, Minority-owned, and Disadvantaged Business Enterprise

Good Faith Efforts Review

If goal(s) are not met, SMBR will examine the *MBE/WBE Compliance Plan* and the Good Faith Efforts documentation submitted with the *MBE/WBE Compliance Plan* to ensure that the Proposer made Good Faith Efforts to meet the project goal(s) or subgoals. In determining whether the Proposer has made Good Faith Efforts, SMBR will consider, at a minimum, the Proposer's efforts to do the following:

- (A) Solicit certified MBE/WBE Subconsultants with a Significant Local Business Presence (SLBP) and request a response from those interested Subconsultants who believe they have the capability to perform the work of the contract through at least two reasonable, available, and verifiable means. The Proposer must solicit this interest more than seven (7) business days prior to the solicitation proposal due date and time. (The date Proposals/proposals are due to the City should not be included in the seven day solicitation criteria.) The Proposer must state a specific and verifiable reason for not contacting each certified Firm with a significant local business presence.
- (B) Provide interested MBEs/WBEs with adequate information about the plans, specifications, and requirements of the contract, including addenda, in a timely manner, to assist them in responding and submitting a proposal.
- (C) Negotiate in good faith with interested MBEs/WBEs that have submitted proposals to the Proposer. An MBE/WBE that has submitted a proposal to a Proposer but has not been contacted within five (5) business days of submission of the proposal may contact SMBR to request a meeting with the Proposer. Evidence of good faith negotiation includes the names, addresses, and telephone numbers of MBEs/WBEs that were considered; a description of the information provided regarding the plans and specifications for the work selected for subcontracting; and evidence as to why additional agreements could not be reached for MBEs/WBEs to perform the work. Proposal shopping is prohibited.
- (D) Select portions of the work to be performed by MBEs/WBEs in order to increase the likelihood that the MBE/WBE goal(s) or subgoals will be met. This includes, where appropriate, breaking out contract work items into economically feasible units to facilitate MBE/WBE participation, even when the Proposer might otherwise prefer to perform these work items with its own forces.

- (E) Publish solicitation notice in a local publication (i.e. newspaper, trade association publication, or via electronic/social media).
- (F) Use the services of available community organizations; minority persons/women consultants' or groups in the applicable field for the type of work described in this solicitation; local, state, and federal minority persons/women business assistance offices; and other organizations as allowed on a case-by-case basis to provide assistance in the recruitment and placement of MBEs/WBEs.
- (G) Seek guidance from SMBR on any questions regarding compliance with this section.

The following factors may also be considered by SMBR in determining compliance through good faith efforts; however, they are not intended to be a mandatory checklist, nor are they intended to be exclusive or exhaustive:

- (A) Whether the Proposer made efforts to assist interested MBEs/WBEs in obtaining bonding, lines of credit, or insurance as required by the City or consultant.
- (B) Whether the Proposer made efforts to assist interested MBEs/WBEs in obtaining necessary equipment, supplies, materials, or related assistance or services.

In assessing minimum good faith efforts, SMBR may consider whether the Proposer sought assistance from SMBR on any questions related to compliance with this section. In addition, SMBR may also consider the performance of other Proposers successfully meeting the goal(s).

The ability or desire of a Proposer to perform the work of a contract with its own organization does not relieve the Proposer of the responsibility to make Good Faith Efforts.

Proposers may reject MBE/WBEs as unqualified only following thorough investigation of their capabilities. The MBE/WBE's membership or lack of membership in specific groups, organizations, or associations, and political or social affiliations (for example union or non-union employee status), are not legitimate causes for the rejection or non-solicitation of proposals in the Proposer's efforts to meet the project goal(s) or subgoals.

At a minimum, the following should be submitted to support Good Faith Effort documentation (documentation is not limited to this list):

- Fax logs, emails, and/or copies of documents sent to firms within the SLBP area
- Copies of written correspondence to certified firms (include names, addresses, and other identifying information)
- Phone logs with responses (*Phone contacts, alone, will not be sufficient.*)
- Lists and copies of letters sent by mail, hand delivered, or e-mailed
- Breakdown of negotiations made with certified firms
- Copies of advertisements with local newspapers, trade associations, Chambers of Commerce and/or any other public media
- Other communications regarding contacts with trade associations and Chambers of Commerce

The following additional Good Faith Efforts factors may also be considered:

- Copies of emails or phone logs regarding assistance in bonding, lines of credit, or insurance (as required by City or Consultant)
- Copies of emails or phone logs regarding assistance in obtaining equipment, supplies, materials, or services
- Copies of all proposals received in response to Proposer contacting other Firms

POST-AWARD INSTRUCTIONS

(See Appendix C)

Confirmation Letters

All Proposers are required to include copies of the confirmation letters received from Subconsultants, confirming the Subconsultants' willingness to provide services should the contract be awarded.

Changes to the *MBE/WBE Compliance Plan* including additions, deletions, contract changes, or substitutions of Subconsultants are permitted only after contract execution and only with prior written approval of SMBR. Request for changes to the *MBE/WBE Compliance Plan* must be submitted on the Request for Change of *MBE/WBE Compliance Plan* Form for all levels of subcontracting and must be approved by the SMBR Director prior to adding, deleting, changing or substituting any Subconsultant.

Post-Award Monitoring

The City will monitor post-award compliance information regarding the use of certified MBE/WBE Firm(s) listed on the *MBE/WBE Compliance Plan*. The Proposer will be required to submit post award reports detailing the utilization of all Subconsultants. The reports and other information regarding post-award compliance will be discussed with the successful Proposer. The following information on Payment Verification, Change Order/Contract Amendments, and Progressive Sanctions provides an overview of some of the post-award monitoring process.

▪ Payment Verification

Proposers are advised that the contract resulting from this solicitation includes a Subconsultant payments clause. This clause requires all Subconsultants to be paid within fourteen (14) calendar days from the date that the Proposer has been paid by the City for invoices submitted by Subconsultants.

The Proposer shall submit a *Subcontractor/Supplier Awards and Expenditures Report* to the project manager and/or contract administrator at the time specified by the managing department. The report shall be in the format required by the City and shall include all awards and payments to Subconsultants for goods and services provided under the contract during the previous month. This report may be used by the City to verify utilization of and payment to MBEs and WBEs.

The Proposer and/or any Subconsultant whose subcontracts are being counted toward the MBE/WBE requirements shall allow the City access to records relating to the contract, including but not limited to, subcontracts, payroll records, tax information, and accounting records, for the purpose of determining whether the MBEs/WBEs are performing the scheduled subcontract work.

In determining achievement of MBE/WBE goal(s), the participation of an MBE/WBE Subconsultant shall not be counted until the amount being counted toward the goal(s) has been paid.

▪ Change Order/Contract Amendments

The goal(s) on this contract shall also apply to change orders that require work beyond the scope(s) of trades originally required to accomplish the project. The Proposer is required to make Good Faith Efforts to obtain MBE/WBE participation for additional scopes of work.

Change orders that do not alter the type of trades originally required to accomplish the project may be undertaken using the Subconsultants already under contract to the Proposer. Project managers will have automatic SMBR approval to authorize any change order that **increases** the contract amount for an **existing** certified Subconsultant and is **within** the existing scope being performed by that Subconsultant.

▪ **Progressive Sanctions**

The successful Proposer's MBE/WBE Compliance Plan will be incorporated into the resulting contract with the City and shall be considered part of the consultant's performance requirements. Progressive sanctions may be imposed for failure to comply with Chapter 2-9B of the City Code, including:

- Providing false or misleading information in Good Faith Efforts documentation, post award compliance, or other Program operations;
- Substituting Subconsultants without first receiving approval for such substitutions, which may include the addition of an unapproved Subconsultant and failure to use a Subconsultant listed in the approved MBE/WBE Compliance Plan ; and
- Failure to comply with the approved MBE/WBE Compliance Plan without an approved Request for Change, an approved Change Order, or other approved change to the Contract.

Please refer to Section 2-9B-25 of the City Code and SMBR Rule 11.5 for additional information.

MBE/WBE COMPLIANCE PLAN

All applicable sections must be completed and prior to the due date and time as indicated in the solicitation documents.

Section I — Project Identification and Goal(s)

Project Name	
Solicitation Number	

Project Goal(s) or Subgoals	
Combined MBE/WBE	
MBE	
African American	
Hispanic	
Asian/Native American	
WBE	

Section II — Proposer Company Information

Company Name		
Address		
City, State Zip		
Phone		
Email		Fax
Name of Contact Person		
Is your company a registered Vendor with the City of Austin?	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>If yes, provide Vendor Code _____</i> If No, please note: All vendors; Subconsultants and consultants must register with COA's Vendor Connect prior to award. See Link for registration information at https://www.austintexas.gov/financeonline/account_services/search/	
Is your company COA M/WBE certified?	Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(If yes, please indicate:)</i> MBE <input type="checkbox"/> WBE <input type="checkbox"/> MBE/WBE <input type="checkbox"/> AA <input type="checkbox"/> H <input type="checkbox"/> A/N <input type="checkbox"/> WBE <input type="checkbox"/> Joint Venture <input type="checkbox"/>	

I certify that the information included in this *MBE/WBE Compliance Plan* is true and complete to the best of my knowledge and belief. I further understand and agree that this *MBE/WBE Compliance Plan* shall become a part of my contract with the City of Austin.

Name and Title of Authorized Representative

Signature

Date

For City of Austin SMBR Use Only:

*I have reviewed this Compliance Plan and found that the Proposer **HAS** **HAS NOT** complied as per the City Code Chapter 2-9A through GFE.*

Reviewing Counselor _____ Date _____

*I have reviewed this Compliance Plan and have found the Proposer **COMPLIANT** **NON-COMPLIANT***

Director / Assistant Director/ Designee _____ Date _____

Section III — MBE/WBE Compliance Plan Summary

Directions:

- For each Subconsultant listed in Sections IV, V, VI or VI, fill in all blanks (if applicable).
- For project participation use an EXACT percentage calculated to the two digital decimal number.
- Goal(s) percentages should be based on the Base Proposal amount only. Allowances are not included.
- Alternates are not recorded on this MBE/WBE Compliance Plan.
- If Proposer is a certified MBE/WBE, include participation details in the Proposer box ONLY.
- MBE/WBE Compliance Plans not complying with these requirements shall be rejected as non-responsive.

Is the stated project goal(s) of the solicitation met? Yes No (If no, attach documentation of Good Faith Efforts)

PROPOSED PARTICIPATION GOAL(S)

Use this section to calculate participation.
Include all details including the total percentage for each category where applicable.

MBE/WBE Solicitation Goal(s)(s)	Proposer Participation Goal(s)
African American	%
Hispanic	%
Asian/Native American (Combined)	%
WBE	%
MBE	%
MBE/WBE Combined	%
Non-Certified	%
1) Total Subconsultants Percentages	%
2) Proposer's Own Participation (less any subcontracted amount) Are you counting your own participation toward the goal(s)? (if yes, indicate below) <input type="checkbox"/> MBE <input type="checkbox"/> WBE <input type="checkbox"/> AA <input type="checkbox"/> HIS <input type="checkbox"/> N/A <input type="checkbox"/>	%

Aggregate Percentage Amount (Subconsultant (s) % (1) + Proposer (2) %) = _____ = 100%

For SMBR Use Only:

Verified participation for each category:

African-American _____ % Hispanic _____ % Asian/Native American _____ % WBE _____ %

MBE _____ % WBE _____ % Combined MBE/WBE _____ %

Prime _____ % Non-Certified _____ %

Section IV — Disclosure of MBE and WBE Subconsultants
(Duplicate as Needed)

Note:

- Fill in all the blanks (use “none” or “N/A” where appropriate).
- MBE/WBE Compliance Plans not complying with these requirements shall be rejected as non-responsive.
- Provide the name and vendor code of each MBE/WBE certified Firm listed in Section IV, V, and VI, as registered with Austin Finance Online.
- Select either MBE or WBE for dually certified firms to indicate which certification will count towards the MBE or WBE goal(s).
- Contact SMBR to request an availability list of certified Firms for additional scopes of work that were not included on the original availability list.

Name of MBE/WBE Certified Firm	
City of Austin Certification Information	<input type="checkbox"/> MBE <input type="checkbox"/> WBE AA <input type="checkbox"/> H <input type="checkbox"/> A/N <input type="checkbox"/>
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%

Name of MBE/WBE Certified Firm	
City of Austin Certification Information	<input type="checkbox"/> MBE <input type="checkbox"/> WBE AA <input type="checkbox"/> H <input type="checkbox"/> A/N <input type="checkbox"/>
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%

Name of MBE/WBE Certified Firm	
City of Austin Certification Information	<input type="checkbox"/> MBE <input type="checkbox"/> WBE AA <input type="checkbox"/> H <input type="checkbox"/> A/N <input type="checkbox"/>
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%

Name of MBE/WBE Certified Firm	
City of Austin Certification Information	<input type="checkbox"/> MBE <input type="checkbox"/> WBE AA <input type="checkbox"/> H <input type="checkbox"/> A/N <input type="checkbox"/>
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%

**Section V — Disclosure of Non-Certified Subconsultants
(Duplicate as Needed)**

Note:

- Fill in all the blanks (use “none” or “N/A” where appropriate).
- MBE/WBE Compliance Plans not complying with these requirements shall be rejected as non-responsive.
- Fill in names and vendor codes of each Second-Level Subconsultant, as registered with the City of Austin.

Are Goal(s) Met? Yes No If no, state reason(s) below and attach supporting documentation:

Name of Non-Certified Subconsultant	
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%
Reason Certified Firm not used	
Name of Non-Certified Subconsultant	
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%
Reason Certified Firm not used	
Name of Non-Certified Subconsultant	
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%
Reason Certified Firm not used	
Name of Non-Certified Subconsultant	
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%
Reason Certified Firm not used	
Name of Non-Certified Subconsultant	
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%
First-Level Subconsultant	
Reason Certified Firm not used	

Section VI — Disclosure of Second-Level Subconsultants
(Duplicate as Needed)

Note:

- Fill in all the blanks (use “none” or “N/A” where appropriate).
- MBE/WBE Compliance Plans not complying with these requirements shall be rejected as non-responsive.
- Fill in names of Second-Level Subconsultants as registered with the City of Austin.

Name of Second-Level Subconsultant	
City of Austin Certified? (choose one)	<input type="checkbox"/> No <input type="checkbox"/> MBE <input type="checkbox"/> WBE AA <input type="checkbox"/> H <input type="checkbox"/> A/N <input type="checkbox"/>
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%
First Tier Subconsultant	
Name of Second-Level Subconsultant	
City of Austin Certified? (choose one)	<input type="checkbox"/> No <input type="checkbox"/> MBE <input type="checkbox"/> WBE AA <input type="checkbox"/> H <input type="checkbox"/> A/N <input type="checkbox"/>
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%
First Tier Subconsultant	
Name of Second-Level Subconsultant	
City of Austin Certified? (choose one)	<input type="checkbox"/> No <input type="checkbox"/> MBE <input type="checkbox"/> WBE AA <input type="checkbox"/> H <input type="checkbox"/> A/N <input type="checkbox"/>
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%
First Tier Subconsultant	
Name of Second-Level Subconsultant	
City of Austin Certified? (choose one)	<input type="checkbox"/> No <input type="checkbox"/> MBE <input type="checkbox"/> WBE AA <input type="checkbox"/> H <input type="checkbox"/> A/N <input type="checkbox"/>
Vendor Code	
Address/ City / State / Zip	
Contact Person & Phone #	
Fax & Email Address	
Commodity Code(s)	
Commodity Code(s) Description(s)	
Percentage of Subcontract	%
First-Level Subconsultant	

Section VII — MBE/WBE Compliance Plan Check List

Is the stated project goal(s) of the solicitation met?

Yes No

(If no, complete and submit Section VII Compliance Plan Check List)

If the goal(s) or subgoals were not achieved, all questions in Section VII **must** be completed and **Good Faith Efforts documentation must be submitted with the MBE/WBE Compliance Plan prior to the proposal due date.**

Note: The completion and submission of this form is *not required* if the above question is answered *Yes*.

Is the following documentation attached to support good faith effort requirements to achieve goal(s) or subgoals?		
<ul style="list-style-type: none"> • Copy of written solicitation sent to MBE/WBEs in SLBP area 7 business days prior to the submission of this Compliance Plan 	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<ul style="list-style-type: none"> • Two separate methods of notices sent to MBE/WBEs in SLBP area Indicate notice types: fax transmittals emails phone log letters 	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<ul style="list-style-type: none"> • Copy of advertisements placed in local publication 	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<ul style="list-style-type: none"> • Copy of notices sent to Minority and Women organizations 	Yes <input type="checkbox"/>	No <input type="checkbox"/>
<ul style="list-style-type: none"> • Documentation that demonstrates additional GFEs: <ul style="list-style-type: none"> ○ Efforts to assist interested MBEs/WBEs in obtaining bonding, lines of credit, or insurance as required by the City or consultant ○ Efforts to assist interested MBEs/WBEs in obtaining necessary equipment, supplies, materials, or related assistance or services ○ Efforts made to reach agreements with the MBE/WBEs who responded to Proposer’s written notice 	Yes <input type="checkbox"/>	No <input type="checkbox"/>

Were additional elements of work identified to achieve the goal(s) or subgoals? Yes No

If yes, please explain: _____

Was SMBR contacted for assistance? Yes No

If yes, complete following:

Contact Person: _____

Date of Contact: _____

Summary of Request: _____

Were Minority or Women organizations contacted for additional assistance? Yes No

If yes, complete following:

Organization(s): _____

Date of Contact: _____

Summary of Request _____

CONFIRMATION LETTER

(Non-Mandatory Template)

Date:

Contact Name:

Business Name:

Street Address:

City, State, Zip:

Re: Solicitation # _____

Dear (Contact Name):

This letter is to confirm that (insert Subconsultant name here) is pleased to provide (insert Prime Consultant name here) (insert service here) for the above-referenced solicitation.

We confirm that we will be completing _____% of the work on this project.

We look forward to working with you and the City of Austin should your team be awarded the project.

Sincerely,

(Insert signature)

Contact Name:

Title:

Business Name:

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C Code & Description	Vend Code/Adr	Contact Information	W/M/B Code	G/E	LCTN
Vendors Within the SLBP Area					
91573 Public Information Services					
	AKY5262000 A K YOUNG ASSOC Po Box 650101 Austin Tx 78765-0101	ANNE YOUNG general-akya@att.net 512-476-6686	WB	Female/Caucasian	AU
	ADI8313185 ADISA PUBLIC RELATIONS 1033 La Posada Drive 220 Austin Tx 78752	SHURONDA ROBINSON srobinson@makingthingsclear.com 512-472-6112 Fax: 5126461478	MWDB	Female/African American	AU
	ALT8322417 ALTURA SOLUTIONS L P 4214 Medical Parkway, Suite 201 Austin Tx 78756	JESUS LARDIZABAL jel@alturasolutionslp.com 512-410-7059	MDB	Male/Hispanic	AU
	ASA8322718 ASAKURA ROBINSON COMPANY L L C 1224 E. 12th Street, Suite 310 Austin Tx 78702	Margaret Robinson margaret@asakurarobinson.com 512-351-9601 Fax: 832-201-7198	MDB	Male/Asian	AU
	V00000941382 Austin City Advocate LLC 3204 Fairfax Walk Austin Tx 78705	Linda Guerrero lhguerrero9@gmail.com 5124768299	MWB	Female/Hispanic	AU
	VS0000029061 B+V Design, LLC 208 W. 4th St., 3a Austin Tx 78701	Stephanie Motal stephi@b-vdesign.com 512-293-6290	WB	Female/Caucasian	AU
	VC0000102206 BEVERLY S. SILAS Po Box 493 Austin Tx 78767-0493	BEVERLY S. SILAS bsilas@beverlysilas.com 512-374-4997 Fax: 5123239800	MWB	Female/African American	AU
	VC0000101188 BOBBIE GARZA-HERNANDEZ Po Box 3911 Austin Tx 78764-3911	BOBBIE GARZA-HERNANDEZ bobbie@pinkpr.biz 512-878-2246 Fax: 512-878-2244	MWDB	Female/Hispanic	AU
	CAR8304844 CARTER DESIGN ASSOC INC 817 W 11th St Austin Tx 78701-2009	DONNA CARTER CDA@CARTERDESIGN.NET 512-476-1812 Fax: 512-476-1819	MWDB	Female/African American	AU
	CAS7170685 CAS CONSULTING & SVCS INC 7908 Cameron Rd Austin Tx 78754	CHANNY SOEUR channys@casengineers.com 512-836-2388 Fax: 512-836-4515	MDB	Male/Asian	AU

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	V00000927690 CIVIC COLLABORATION LLC 7605 Clydesdale Dr Austin Tx 78745	DIANE MILLER dmiller@civiccollaboration.com 5129713033	WDB	Female/Caucasian	AU
	VS0000010052 Concept Development & Planning, LLC P.O. Box 5459 Austin Tx 78763-5459	Arin Gray agray@cdandp.com 512-533-9100 12 Fax: 512-533-9101	WDB	Female/Caucasian	AU
	V00000928702 Cortez Consulting Services, Corp 1301 S. Ih 35 Suite 100 Austin Tx 78741	Laura Jean Cortez laura@cortezconsulting.com 5126948757	MWB	Female/Hispanic	AU
	VS0000009931 Cox McLain Environmental Consulting, Inc. 8401 Shoal Creek Blvd. Suite 100 Austin Tx 78757	Lorie Cox lorie@coxmcclain.com 512-338-2223 Fax: 512-338-2225	WDB	Female/Caucasian	AU
	VS0000024713 Cultural Strategies Inc. 3300 Bee Cave Rd. #650-1136 Austin Tx 78746	Sebastian Puente spuente@cultural-strategies.com 512-501-4971 701 Fax: 512-501-4971	MDB	Male/Hispanic	AU
	V00000924464 DARLENE WATKINS 4600 Mueller Blvd Unit 4020 Austin Tx 78723	DARLENE WATKINS info@reachoutaustin.com 5127071622	MWB	Female/African American	AU
	ELE7135270 ELEANOR H MCKINNEY LANDSCAPE ARCHITECT INC 2007 Kinney Ave Austin Tx 78704-4007	ELEANOR MCKINNEY ehmla@swbell.net 512-445-5202 Fax: 512-445-3432	WB	Female/Caucasian	AU
	VC0000101574 ENVIROMEDIA INC 2021 E 5th St Ste 150 Austin Tx 78702	Valerie Davis vdavis@enviromedia.com 512-476-4368 Fax: 512-476-4370	WB	Female/Caucasian	AU
	V00000930870 Elston Henry Johnson 16238 Ranch Road 620 N Ste. F - 272 Austin Tx 78717	Elston Johnson elston@ejohnsonconsulting.com 5128097552	MB	Male/African American	AU
	LAU8322378 LAURA R CARROLL 111 W 8th St Austin Tx 78701	LAURA RAUN LAURA@RAUNPR.COM 512-583-0929 Fax: 5122368890	WB	Female/Caucasian	AU

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	VC0000101540 LORI BRAUN 4415 Sinclair Avenue Austin Tx 78756	LORI BRAUN lori@loribraun.com 512-554-9322	WB	Female/Caucasian	AU
	V00000950397 LaQuetta Washington 4113 Hidden View Ct Round Rock Tx 78665	LaQuetta Washington lqiconsultinggrp@gmail.com 8478459018	MWB	Female/African American	AU
	VS0000031322 LaTonya J Pegues 3201 Bee Caves Rd, Ste 161662 Austin Tx 78746	LaTonya Pegues lpegues@boazent.com 5126863664	MWB	Female/African American	AU
	V00000950132 MARIO A ESPINOZA 5007 West Frances Place Austin Tx 78731	MARIO A ESPINOZA marioatx@utexas.edu 5125170019	MDB	Male/Hispanic	AU
	VC0000101572 MCCANN ADAMS STUDIO 1905 Aldrich St Ste. 140 Austin Tx 78723	JANA MCCANN janam@mccannadamsstudio.com 5127320001 Fax: 5127320004	WDB	Female/Caucasian	AU
	VC0000102100 NANCY LEDBETTER & ASSOCIATES INC 20020 Farm Pond Ln Pflugerville Tx 78660	NANCY P. LEDBETTER NANCY@NANCYLEDBETTER.COM 512-694-7797 Fax: 512-252-8322	WDB	Female/Caucasian	AU
	V00000946489 Newton O'Neill Communications LLC 5000 Mission Oaks Blvd Unit 10 Austin Tx 78735	Lisa O'Neill lisa@newtononeill.com 5127666178	WB	Female/Caucasian	AU
	GRO7148575 RJW OPERATIONS INC 5900 Rain Creek Pkwy. Austin Tx 78759	ROBENA JACKSON rj@groupsolutionsrjw.com 5123384267	MWDB	Female/African American	AU
	VS0000012578 Rifeline, LLC 1608 W 6th St Austin Tx 78703	Lynda Rife lrife@rifeline.com 5127979019	WDB	Female/Caucasian	AU
	V00000929679 Rindy and Associates Inc 2401 East 6th Street #1007 Austin Tx 78702	Cynthia Miller cmiller@rindymiller.com 5126329788 Fax: 5124728145	WB	Female/Caucasian	AU
	SNA8315942 SNAP MANAGEMENT GROUP INC 901 East 12th Street Austin Tx 78702	DARRELL PIERCE Darrell@snapmgt.com 512-477-8788 Fax: 512-474-8788	MDB	Male/African American	AU

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	VC0000103179 SUE ELLEN JACKSON 8827 Silverarrow Cir. Austin Tx 78759	Sue Ellen Jackson sue.ellen.jackson1@gmail.com 5129255259	WDB	Female/Caucasian	AU
	VS0000030065 Shaila M Abdullah 8408 Dulac Drive Austin Tx 78729	Shaila Abdullah shailaabdullah@gmail.com 512-924-7674	MWB	Female/Asian	AU
	V00000953469 Sperling Consulting, LLC 795 N Pleasant Valley Rd Austin Tx 78702	coline sperling coline@sperlingconsulting.com 5125226487	WB	Female/Caucasian	AU
	V00000954403 Susanne Bynum 11704 Saddle Rock Dr. Austin Tx 78725	Susanne Bynum susannebynum@nowdesign.work 7134804124	WDB	Female/Caucasian	AU
	VS0000012688 TrachMar, LLC 2900 N Quinlan Park Rd Ste B240 - 321 Austin Tx 78732	Pamela Trachtenberg pamela@trachmar.com 512-828-6430 Fax: 5128287693	MWDB	Female/African American	AU
	V00000921257 Woollard Nichols and Associates 3308 Treadsoft Cove Austin Tx 78748	Kelly Stewart Nichols kelly@woollardnichols.com 5129409739	WB	Female/Caucasian	AU
	VS0000014892 Yates Consulting Inc 611 S. Congress, Suite 100 Austin Tx 78704	Elyse Yates elyse@influenceopinions.com 512-288-4054 Fax: 5122360843	WB	Female/Caucasian	AU
91843 Environmental Consulting (INCL. SUSTAINABILITY)					
	AKY5262000 A K YOUNG ASSOC Po Box 650101 Austin Tx 78765-0101	ANNE YOUNG general-akya@att.net 512-476-6686	WB	Female/Caucasian	AU
	ACI8309805 ACI GROUP L L C 1001 Mopac Cir Ste 100 Austin Tx 78746-6804	STEVEN D PAULSON 512-347-9000 Fax: 512-306-0974	WDB	Female/Caucasian	AU
	ASA8322718 ASAKURA ROBINSON COMPANY L L C 1224 E. 12th Street, Suite 310 Austin Tx 78702	Margaret Robinson margaret@asakurarobinson.com 512-351-9601 Fax: 832-201-7198	MDB	Male/Asian	AU
	ARC7068555 AUSTIN ARCHITECTURE PLUS INC 2921 E. 17th Street Unit B, Suite 200 Austin Tx 78702	Eric Hudson accounting@methodarchitecture.com 8326680332 Fax: 512-478-0920	WB	Female/Caucasian	AU

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C Code & Description	Vend Code/Adr	Contact Information	W/MB Code	G/E	LCTN
V00000959591 Acacia Heritage Consulting 4907 Finley Drive Austin Tx 78731		Rachel Jane Feit rachel@acaciaheritage.com 5129236409	WDB	Female/Caucasian	AU
V00000903997 AmaTerra Environmental, Inc. 11842 Rim Rock Trail Austin Tx 78737		Jill Madden jmadden@amaterra.com 5123290031 Fax: 5123290012	WDB	Female/Caucasian	SL
BAE7086810 BAER ENGINEERING & ENVIRONMENTAL CONSULTING INC 7756 Northcross Dr Ste 211 Austin Tx 78757-1725		Therese M. Baer tbaer@BaerEng.com 512-453-3733 Fax: 512-453-3316	WDB	Female/Caucasian	AU
V00000926085 Blue Ocean Energy LLC 2313 Lake Austin Blvd Austin Tx 78703		Alison Petersen awp@blueoceanenergy.net 5126007060	WB	Female/Caucasian	AU
CAR8304844 CARTER DESIGN ASSOC INC 817 W 11th St Austin Tx 78701-2009		DONNA CARTER CDA@CARTERDESIGN.NET 512-476-1812 Fax: 512-476-1819	MWDB	Female/African American	AU
CAS7170685 CAS CONSULTING & SVCS INC 7908 Cameron Rd Austin Tx 78754		CHANNY SOEUR channys@casengineers.com 512-836-2388 Fax: 512-836-4515	MDB	Male/Asian	AU
VS0000021229 COMMUNITY DEVELOPMENT MANAGEMENT CO INC 317 South Main Street Lockhart Tx 78644		Rudy Ruiz rudyr@ccaustin.com 512-398-7129 Fax: 512-376-7304	MDB	Male/Hispanic	SL
COM8302232 COMPLIANCE RESOURCES INC Po Box 2628 Georgetown Tx 78627		Misti Shafer-Webb mshafer@complianceresourcesinc.com 512-930-7733 231 Fax: 512-864-7629	WB	Female/Caucasian	SL
COT8308600 COTERA + REED ARCHITECTS INC 812 San Antonio St., Ste. 406 Austin Tx 78701		JUAN COTERA info@coterareed.com 512-472-3300 Fax: 512-472-3611	MDB	Male/Hispanic	AU
CRE7038055 CRESPO CONSULTING SERVICES INC 4131 Spicewood Springs Rd #B2 Austin Tx 78759-8658		L STEPHEN STECHER SSTECHER@CRESPOINC.COM 512-343-6404 Fax: 512-343-8120	MDB	Male/Hispanic	AU
V00000946387 Cari Harrington Po Box 1446 Bastrop Tx 78602		Cari Harrington cari@h2ogeotx.com 5127859801 Fax: 5127859801	WDB	Female/Caucasian	SL

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C Code & Description	Vend Code/Adr	Contact Information	W/M/B Code	G/E	LCTN
VS0000009931 Cox McLain Environmental Consulting, Inc. 8401 Shoal Creek Blvd. Suite 100 Austin Tx 78757		Lorie Cox lorie@coxmcclain.com 512-338-2223 Fax: 512-338-2225	WDB	Female/Caucasian	AU
V00000928648 DEBORAH FRANKHOUSER 13018 Hunters Chase Drive Austin Tx 78729		DEBORAH FRANKHOUSER deborah@fourpointlighting.com 5127744753 Fax: 5122335303	WB	Female/Caucasian	AU
DIV8319156 Diva Imaging LLC 2003 La Casa Dr Austin Tx 78704-4720		SALLIE BURCHETT INFO@DIVAIMAGING.COM 512-473-2527	WDB	Female/Caucasian	AU
ELE7135270 ELEANOR H MCKINNEY LANDSCAPE ARCHITECT INC 2007 Kinney Ave Austin Tx 78704-4007		ELEANOR MCKINNEY ehmla@swbell.net 512-445-5202 Fax: 512-445-3432	WB	Female/Caucasian	AU
ELI7156085 ELIZABETH SALAIZ ARCHITECT INC 2305 Rundell Pl Austin Tx 78704-3027		Elizabeth Salaiz esarch@sbcglobal.net 512-761-4546	MWB	Female/Hispanic	AU
ENV7167715 ENVIRONMENTAL SURVEY INC 4602 Placid Place Austin Tx 78731		Ingrid Karklins ingrid.karklins@envirosurvey.com 5124588531 512 Fax: 5124588531	WB	Female/Caucasian	AU
V00000926470 ERUDISTIC LLC 2110 W Slaughter Ln Ste 160 Box 131 Austin Tx 78748		David Morris david@erudistic.com 3123179888 Fax: 6305997066	MB	Male/African American	AU
V00000930870 Elston Henry Johnson 16238 Ranch Road 620 N Ste. F - 272 Austin Tx 78717		Elston Johnson elston@ejohnsonconsulting.com 5128097552	MB	Male/African American	AU
V00000945256 Energy Bees, LLC 3717 Indian Point Drive Austin Tx 78739		Sadie Bronk sadiesbronk@energybees.com 5129818353	WB	Female/Caucasian	AU
VS0000025424 Energy Renewal Partners, LLC 1221 South Mopac Expy Suite 225 Austin Tx 78746		Trisha Elizondo telizondo@energyrenewalpartners.com 512-222-1125 Fax: 5122221132	WB	Female/Caucasian	AU

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C Code & Description	Vend Code/Adr	Contact Information	W/M/B Code	G/E	LCTN
V00000924512 FUSEARCH STUDIO 1005 East St. Elmo Road Building 4 Austin Tx 78745		Beth Guillot beth@fuse-arch.com 5126993083	WDB	Female/Caucasian	AU
GAR7082030 GARCIA DESIGN INC 11701 Stonehollow Dr., Suite 100 Austin Tx 78758		ROBERTO C GARCIA rgarcia@garciadesigninc.net 512-892-0353 Fax: 512-821-2085	MDB	Male/Hispanic	AU
GLE7011195 GLENROSE ENGINEERING INC 1405 Hillmont St Austin Tx 78704		D LAUREN ROSS P E LAUREN@GLENROSE.COM 512-326-8880	WDB	Female/Caucasian	AU
V00000952098 Galindo Environmental Consulting, LLC 2900 W Anderson Lane Ste C-200 #198 Austin Tx 78757		Mary Jo Galindo galindoenv@gmail.com 5125637999 Fax: 5124519716	WDB	Female/Hispanic	AU
HUR2455500 HARUTUNIAN ENGINEERING INC 8100 Cross Park Drive Austin Tx 78754		TAKOOHY HARUTUNIAN procure@heiworld.com 512-454-2788 Fax: 512-454-6434	WB	Female/Caucasian	AU
HAY2261500 HAYNES EAGLIN WATERS LLC 13710 Immanuel Rd Pflugerville Tx 78660		CLOTEAL DAVIS HAYNES chaynes@hewaustin.com 512-451-6600 Fax: 512-879-1088	MWDB	Female/African American	AU
V00000933619 HEATHER KAY STETTLER 13809 Research Blvd Suite 500 Pmb 92153 Austin Tx 78750		HEATHER STETTLER hstetler@elementaltext.com 5126621125	WDB	Female/Caucasian	AU
SAN2347000 HICKS & CO ENVIRONMENTAL/ARCHEOLOGICAL CONSULTANTS 1504 W 5th St Austin Tx 78703-5157		SANDRA E HICKS HICKS@HICKSENV.COM 512-478-0858 Fax: 512-474-1849	WDB	Female/Caucasian	AU
HVJ2459750 HVJ ASSOCIATES INC 1701 Directors Boulevard, Suite 910 Austin Tx 78744-1096		HERBERT V. JOHNSON hjohnson@hvj.com 7372225151 Fax: 281-933-7293	MDB	Male/African American	AU
V00000958742 Kaitlyn Rodriguez 8108 Luling Lane Austin Tx 78729		Kaitlyn Rodriguez kcr.react@gmail.com 5129836808	MWDB	Female/Hispanic	AU
V00000930503 Margaret Roy 5207 Welcome Gln Austin Tx 78759		Margaret Roy margaret_roy@sbcglobal.net 5129135142	WB	Female/Caucasian	AU

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VS0000036953 OFFICE FOR LOCAL ARCHITECTURE LLC 201 E. 5th Street Suite 104 Austin Tx 78701		Office for Local Architecture, LLC mslattery@ola-austin.com 5127861101 Fax: 5125531711	WB	Female/Caucasian	AU
PRO8301100 PROVIDENCE ENVIRONMENTAL CONSULTING INC 112 Las Colinas Dr Georgetown Tx 78628-1019		TRACY DUBCAK providenceenvironmental@suddenlink.net 512-863-3492 Fax: 512-869-0576	WDB	Female/Caucasian	SL
V00000941578 Ramos Consulting, LLC 2121 Lohmans Crossing Road Suite 504-409 Lakeway Tx 78734		Adalberto Javier Ramos jerry.ramos@ramosconsultingllc.com 5123292115	MDB	Male/Hispanic	AU
V00000936080 Regenerative Environmental Design, LLC 5115 Kings Highway Austin Tx 78745		Heather Venhaus heathervenhaus@redbeyondgreen.com 5126195464	WB	Female/Caucasian	AU
V00000939512 Rene Geneva Renko 4601 South 2nd Street Austin Tx 78745		Rene Geneva Renko info@texasindiesolar.com 5127622918	WDB	Female/Caucasian	AU
V00000960170 Richard R Parsons 1502 Bluebonnet Ln Austin Tx 78704		Rob Parsons rparsonstx@gmail.com 5125652321	MB	Male/Hispanic	AU
VS0000028714 Round Rock Geophysics LLC Po Box 5668 Round Rock Tx 78683		Bereket M. Derie Bderie@roundrockgeo.com 512-497-8728	MB	Male/African American	SL
STA7142875 STANLEY ARCHITECTS & ARTISANS INC 1901 E.M. Franklin Ave Austin Tx 78723-5828		LARS STANLEY lars@larsstanley.com 512-445-0444	WB	Female/Caucasian	AU
VC0000102925 SUSAN H WELKER 4911 Rollingwood Dr Austin Tx 78746		SUSAN H WELKER AIA SWELKER@HARRISWELKERARCHITECTS.COM 512-329-5998 Fax: 512-329-5998	WB	Female/Caucasian	AU
VC0000103065 SUSAN ROTH CONSULTING LLC 4111 Tablerock Dr Austin Tx 78731		SUSAN K. ROTH, PE SUSAN@SROTHCONSULTING.COM 512-796-6692	WDB	Female/Caucasian	AU
V00000925313 Smith Turrieta, PLLC Po Box 5902 Austin Tx 78763		Susan Turrieta susan@smithturrieta.com 5125699022	WDB	Female/Caucasian	AU

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V00000914524 Stacy Lynn Guidry 130 Kahalulu Dr. Bastrop Tx 78602		Stacy L Savage stacy@0waste.org 5126937677	WB	Female/Caucasian	SL
V00000913709 Studio D Consulting+Design, LLC Po Box 340183 Lakeway Tx 78734		Deborah Ebersole deb@studiodconsulting.com 512-970-6180 Fax: 5122849651	WDB	Female/Caucasian	AU
V00000921504 TERRA ECOSERVICES LLC 11006 Swelfling Terrace Austin Tx 78737		HOLLY ROSS hross@terraecoservices.com 5122882167	WDB	Female/Caucasian	SL
VS0000013543 THE MCDONALD CONSULTING GROUP INC 1509 Olympus Dr. Austin Tx 78733		Mary McDonald marymcd@mcdbg.com 5122807175 Fax: 5122807175	WB	Female/Caucasian	AU
VS0000022046 THOMPSON-HAMILTON ENGINEERING LLC 283 Catalina Lane Austin Tx 78737		Jonathan Thompson admin@atlasdgn.com 5127911175 Fax: 512-350-2641	MDB	Male/Hispanic	SL
TRI7012850 TRI RECYCLING INC Po Box 26499 Austin Tx 78755-0499		GERRY ACUNA trirecycle@aol.com 512-329-0172 Fax: 512-329-0174	MDB	Male/Hispanic	AU
V00000915347 The Thrival Company LLC 5732 Gorham Glen Lane Austin Tx 78739		Elizabeth Frisch elizabeth@thrivalschool.com 512-656-7518	WDB	Female/Caucasian	AU
V00000938439 VM Environmental Consulting, LLC 480 Country Road 167 Georgetown Tx 78626		Vicki Mooney vmooney@vmenvironmentalconsulting.com 9417048884	WDB	Female/Caucasian	SL
V00000945870 Vision Building Energy Efficiency, LLC 13809 Research Boulevard Suite 279 Austin Tx 78750		Brenda Hu brendahu@beeusa.com 5123640688 121 Fax: 5123640686	MB	Female/Asian	AU
VS0000028307 Watearth, Inc. 11824 Jollyville Rd Suite 402 Austin Tx 78759		Jennifer Walker jwalker@watearth.com 5125571028 Fax: 8005193774	WB	Female/Caucasian	AU
V00000959221 Watershed Solutions JV LLC 7908 Cameron Road Austin Tx 78754		Channy Soeur channy.soeur@wssjv.com 5128258989	MB	Male/Asian	AU

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91846 Feasibility Studies (Consulting)					
	V00000949118 AEPARMIA ENGINEERING, PLLC 9101 Burnet Road Suite 209 Austin Tx 78758	MIA PARTON mparton@aeeparmia.com 5125753024	MWDB	Female/Asian	AU
	ALL7111300 ALLIANCE-TEXAS ENGINEERING COMPANY 11701 Stonehollow, Ste. 100 Austin Tx 78758	GAYLE HEATH gheath@emailatg.com 512-821-2081 Fax: 512-821-2085	WDB	Female/Caucasian	AU
	V00000909861 ANA D GALLO 1501 Barton Springs Rd #230 Austin Tx 78704	ANA D GALLO ana@anagallo.com 512-236-0868 Fax: 5122360868	WMB	Female/Hispanic	AU
	APP8308926 APPLIEDTECH GROUP L L C 12059 Lincolnshire Dr Austin Tx 78758-2217	ROBERTO MORA RMORA@APPLIEDTECHGROUP.NET 512-577-2468 Fax: 512-837-8603	MB	Male/Hispanic	AU
	ASD7048240 ASD CONSULTANTS INC 8120 N Ih 35 Austin Tx 78753	CURTIS BROWN curtis2aia@aol.com 512-836-3329 Fax: 512-836-3802	MDB	Male/African American	AU
	V00000959591 Acacia Heritage Consulting 4907 Finley Drive Austin Tx 78731	Rachel Jane Feit rachel@acaciaheritage.com 5129236409	WDB	Female/Caucasian	AU
	BAE7086810 BAER ENGINEERING & ENVIRONMENTAL CONSULTING INC 7756 Northcross Dr Ste 211 Austin Tx 78757-1725	Therese M. Baer tbaer@BaerEng.com 512-453-3733 Fax: 512-453-3316	WDB	Female/Caucasian	AU
	BLG0714750 BLGY INC 8001 Centre Park Drive Suite 150 Austin Tx 78754	Cindy Hagler chagler@blgy.com 512-977-0390 Fax: 512-977-0838	MB	Male/African American	AU
	BUC7096365 BUCHANAN CONSULTANTS & ASSOC 8600 Crest Ridge Circle Austin Tx 78750-3014	TED BUCHANAN atbuch63@gmail.com 512-219-3992 Fax: 512-219-0720	MDB	Female/African American	AU
	CAR8304844 CARTER DESIGN ASSOC INC 817 W 11th St Austin Tx 78701-2009	DONNA CARTER CDA@CARTERDESIGN.NET 512-476-1812 Fax: 512-476-1819	MWDB	Female/African American	AU
	CAS7170685 CAS CONSULTING & SVCS INC 7908 Cameron Rd Austin Tx 78754	CHANNY SOEUR channys@casengineers.com 512-836-2388 Fax: 512-836-4515	MDB	Male/Asian	AU

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C Code & Description	Vend Code/Adr	Contact Information	W/M/B Code	G/E	LCTN
VS0000021229 COMMUNITY DEVELOPMENT MANAGEMENT CO INC 317 South Main Street Lockhart Tx 78644		Rudy Ruiz rudyr@ccaustin.com 512-398-7129 Fax: 512-376-7304	MDB	Male/Hispanic	SL
CRE7038055 CRESPO CONSULTING SERVICES INC 4131 Spicewood Springs Rd #B2 Austin Tx 78759-8658		L STEPHEN STECHER SSTECHER@CRESPOINC.COM 512-343-6404 Fax: 512-343-8120	MDB	Male/Hispanic	AU
VS0000009931 Cox McLain Environmental Consulting, Inc. 8401 Shoal Creek Blvd. Suite 100 Austin Tx 78757		Lorie Cox lorie@coxmcclain.com 512-338-2223 Fax: 512-338-2225	WDB	Female/Caucasian	AU
DAV1449500 DAVCAR INC 1010 Land Creek Cove Ste 200 Austin Tx 78746		DAVID CARROLL david@davcar.com 512-328-4428 Fax: 512-306-8330	MDB	Male/Hispanic	AU
V00000959353 EDGE Engineering, PLLC 4404 E Hove Loop Austin Tx 78749		Chad Cormack ccormack@civil-edge.com 5123501387	MDB	Male/Hispanic	AU
ELI7156085 ELIZABETH SALAIZ ARCHITECT INC 2305 Rundell Pl Austin Tx 78704-3027		Elizabeth Salaiz esarch@sbcglobal.net 512-761-4546	MWB	Female/Hispanic	AU
FAC8301027 FACILITIES RESOURCE INC 11100 Metric Blvd, Suite 450 Austin Tx 78758-4000		Darren Ross dross@fri-texas.com 512-371-1232 Fax: 512-371-9155	WDB	Female/Caucasian	AU
GAR7082030 GARCIA DESIGN INC 11701 Stonehollow Dr., Suite 100 Austin Tx 78758		ROBERTO C GARCIA rgarcia@garciadesigninc.net 512-892-0353 Fax: 512-821-2085	MDB	Male/Hispanic	AU
HZO8309852 H2O PARTNERS INC 260 Addie Roy Road, Ste 150 Austin Tx 78746		JO ANN HOWARD jane@h2opartnersusa.com 512-328-8444 Fax: 512-329-6612	WB	Female/Caucasian	AU
HUR2455500 HARUTUNIAN ENGINEERING INC 8100 Cross Park Drive Austin Tx 78754		TAKOOHY HARUTUNIAN procure@heiworld.com 512-454-2788 Fax: 512-454-6434	WB	Female/Caucasian	AU
HAY2261500 HAYNES EAGLIN WATERS LLC 13710 Immanuel Rd Pflugerville Tx 78660		CLOTEAL DAVIS HAYNES chaynes@hewaustin.com 512-451-6600 Fax: 512-879-1088	MWDB	Female/African American	AU

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SAN2347000 HICKS & CO ENVIRONMENTAL/ARCHEOLOGICAL CONSULTANTS 1504 W 5th St Austin Tx 78703-5157		SANDRA E HICKS HICKS@HICKSENV.COM 512-478-0858 Fax: 512-474-1849	WDB	Female/Caucasian	AU
V00000963791 Huimin Zhao 3701 Lagood Dr. Austin Tx 78730		Huimin Zhao hzhao88@gmail.com 5122031655	MWDB	Female/Asian	AU
JAS2584500 JASMINE ENGINEERING INC 2211 South I-35 Suite 108 Austin Tx 78741		Yasaman Jasmine Azima jasmine@jasmineengineering.com 512-326-2900 Fax: 512-326-2906	WDB	Female/Caucasian	AU
V00000941054 Jenny Leonard 1023 Springdale Rd Building 6 Suite E Austin Tx 78721		Rebecca Leonard rebecca@lionheartplaces.com 9709486281	WDB	Female/Caucasian	AU
KFR8309453 K FRIESE & ASSOC INC 1120 S Capital Of Texas Hwy, Cityview 2 Ste 100 Austin Tx 78746		KAREN FRIESE kfriese@kfriese.com 512-338-1704 Fax: 512-338-1784	WDB	Female/Caucasian	AU
PAT7048530 KNUDSON LP 6705 Hwy 290 W Ste 502 #222 Austin Tx 78735		Debbie Dooley ddooley@knudsonservices.com 713-463-8200 Fax: 713-463-8011	WDB	Female/Caucasian	AU
IHS8315176 LESLIE MARRERO 3005 S Lamar Blvd #D109 Pmb314 Austin Tx 78704-9995		LESLIE MARRERO lesmarrero@gmail.com 512-589-5844	MWB	Female/African American	AU
V00000950397 LaQuetta Washington 4113 Hidden View Ct Round Rock Tx 78665		LaQuetta Washington lqiconsultinggrp@gmail.com 8478459018	MWB	Female/African American	AU
VC0000101572 MCCANN ADAMS STUDIO 1905 Aldrich St Ste. 140 Austin Tx 78723		JANA MCCANN janam@mccannadamsstudio.com 5127320001 Fax: 5127320004	WDB	Female/Caucasian	AU
V00000935768 Nelisa Heddin Consulting, LLC 301 Palos Verdes Austin Tx 78734		Nelisa Heddin nheddin@nelisaheddinconsulting.com 5125891028	WB	Female/Caucasian	AU

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V00000946068 North Park Consulting, LLC 2303 Alayna Cove Austin Tx 78754		Tori Blake blake2003@gmail.com 2024891011	MWDB	Female/African American	AU
POW8300999 POWER QUALITY ENGINEERING INC 3061 Woodall Dr Bldg A Cedar Park Tx 78613-7225		Vanessa Bloom vbloom@pqeinc.com 512-267-6656 Fax: 512-267-0989	MWB	Female/Hispanic	AU
PRO8301100 PROVIDENCE ENVIRONMENTAL CONSULTING INC 112 Las Colinas Dr Georgetown Tx 78628-1019		TRACY DUBCAK providenceenvironmental@suddenlink.net 512-863-3492 Fax: 512-869-0576	WDB	Female/Caucasian	SL
ABD7148105 RITA ABDELADIM 40 North Ih 35, Suite 10c2 Austin Tx 78701		RITA ABDELADIM nadir@abdeladim.com 512-251-9252 Fax: 512-233-0600	MWB	Female/Hispanic	AU
V00000960170 Richard R Parsons 1502 Bluebonnet Ln Austin Tx 78704		Rob Parsons rparsonstx@gmail.com 5125652321	MB	Male/Hispanic	AU
VS0000028714 Round Rock Geophysics LLC Po Box 5668 Round Rock Tx 78683		Bereket M. Derie Bderie@roundrockgeo.com 512-497-8728	MB	Male/African American	SL
SUN4499350 SUNLAND GROUP, INC. 1812 Centre Creek Drive Suite 350 Austin Tx 78754		Brandy Waters bwaters@sunlandgrp.com 5125907951 Fax: 5124940406	WDB	Female/Caucasian	AU
VS0000015857 Spire Consulting Group, LLC Norwood Tower 114 W 7th St Ste 1300 Austin Tx 78701		Anthony Gonzales anthonyg@spirecg.com 5126370845 Fax: 5126370846	MDB	Male/Hispanic	AU
VS0000022046 THOMPSON-HAMILTON ENGINEERING LLC 283 Catalina Lane Austin Tx 78737		Jonathan Thompson admin@atlasdgn.com 5127911175 Fax: 512-350-2641	MDB	Male/Hispanic	SL
TRA8311787 TRANSTEC GROUP INC 6111 Balcones Dr Austin Tx 78731		DAN ROZYCKI dan@thetranstecgroup.com 512-451-6233 Fax: 512-451-6234	MDB	Male/Hispanic	AU
URB7038110 UTE CONSULTANTS INC 2007 S 1st Street Austin Tx 78704		Joan Ternus joan@uteconsultants.com 512-789-5018	WDB	Female/Caucasian	AU

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	V00000921257 Woollard Nichols and Associates 3308 Treadsoft Cove Austin Tx 78748	Kelly Stewart Nichols kelly@woollardnichols.com 5129409739	WB	Female/Caucasian	AU
91896 Transportation Consulting					
	ALL7111300 ALLIANCE-TEXAS ENGINEERING COMPANY 11701 Stonehollow, Ste. 100 Austin Tx 78758	GAYLE HEATH gheath@emailatg.com 512-821-2081 Fax: 512-821-2085	WDB	Female/Caucasian	AU
	ASA8322718 ASAKURA ROBINSON COMPANY L L C 1224 E. 12th Street, Suite 310 Austin Tx 78702	Margaret Robinson margaret@asakurarobinson.com 512-351-9601 Fax: 832-201-7198	MDB	Male/Asian	AU
	V00000903997 AmaTerra Environmental, Inc. 11842 Rim Rock Trail Austin Tx 78737	Jill Madden jmadden@amaterra.com 5123290031 Fax: 5123290012	WDB	Female/Caucasian	SL
	VS0000029061 B+V Design, LLC 208 W. 4th St., 3a Austin Tx 78701	Stephanie Motal stephi@b-vdesign.com 512-293-6290	WB	Female/Caucasian	AU
	BAE7086810 BAER ENGINEERING & ENVIRONMENTAL CONSULTING INC 7756 Northcross Dr Ste 211 Austin Tx 78757-1725	Therese M. Baer tbaer@BaerEng.com 512-453-3733 Fax: 512-453-3316	WDB	Female/Caucasian	AU
	V00000929857 Benjamin Sumpter II 1000 Heritage Center Cir Round Rock Tx 78664	Benjamin Sumpter bsumpter@csi-compliance.com 8556519017	MDB	Male/African American	SL
	CAR8304844 CARTER DESIGN ASSOC INC 817 W 11th St Austin Tx 78701-2009	DONNA CARTER CDA@CARTERDESIGN.NET 512-476-1812 Fax: 512-476-1819	MWDB	Female/African American	AU
	CAS7170685 CAS CONSULTING & SVCS INC 7908 Cameron Rd Austin Tx 78754	CHANNY SOEUR channys@casengineers.com 512-836-2388 Fax: 512-836-4515	MDB	Male/Asian	AU
	V00000929734 CYNTHIA V CUEVA-LUNA 8902 Covey Cr Austin Tx 78758	CYNTHIA CUEVA-LUNA alphaatx@gmail.com 5127690752 Fax: 8883554419	MWDB	Female/Hispanic	AU
	V00000911499 Cynthia Cueva-Luna Po Box 180233 Austin Tx 78718	Cynthia Cueva-Luna alphaatx@gmail.com 512-769-0752 Fax: 8883554419	MWDB	Female/Hispanic	AU

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	DAV1449500 DAVCAR INC 1010 Land Creek Cove Ste 200 Austin Tx 78746	DAVID CARROLL david@davcar.com 512-328-4428 Fax: 512-306-8330	MDB	Male/Hispanic	AU
	V00000959353 EDGE Engineering, PLLC 4404 E Hove Loop Austin Tx 78749	Chad Cormack ccormack@civil-edge.com 5123501387	MDB	Male/Hispanic	AU
	VS0000034750 Fagan Consulting, LLC 16001 Spillman Ranch Loop Austin Tx 78738	Ronald Fagan ron@faganconsulting.com 512-517-8053	MDB	Male/African American	SL
	V00000948879 Fortress, Inc. 1118 Hidden Glen Dr. Round Rock Tx 78681	Albert Samano asamano@fortressteam.com 5122848400	MDB	Male/Hispanic	SL
	GAR7082030 GARCIA DESIGN INC 11701 Stonehollow Dr., Suite 100 Austin Tx 78758	ROBERTO C GARCIA rgarcia@garciadesigninc.net 512-892-0353 Fax: 512-821-2085	MDB	Male/Hispanic	AU
	VC0000101227 GONZALEZ - DE LA GARZA & ASSOCIATES 3800 N. Lamar St. Ste. 200 Austin Tx 78756	Ayda Gonzalez agonzalez@gd-us.com 5125374900 Fax: 2102089401	MWDB	Female/Hispanic	AU
	GRA7130335 GRAM TRAFFIC COUNTING INC 3751 Fm 1105 Bldg. A Georgetown Tx 78626	Audrey Biells audrey@gramtraffic.com 512-832-8650 Fax: 512-833-6471	WDB	Female/Caucasian	SL
	SAN2347000 HICKS & CO ENVIRONMENTAL/ARCHEOLOGICAL CONSULTANTS 1504 W 5th St Austin Tx 78703-5157	SANDRA E HICKS HICKS@HICKSENV.COM 512-478-0858 Fax: 512-474-1849	WDB	Female/Caucasian	AU
	HVJ2459750 HVJ ASSOCIATES INC 1701 Directors Boulevard, Suite 910 Austin Tx 78744-1096	HERBERT V. JOHNSON hjohnson@hvj.com 7372225151 Fax: 281-933-7293	MDB	Male/African American	AU
	V00000963791 Huimin Zhao 3701 Lagood Dr. Austin Tx 78730	Huimin Zhao hzhao88@gmail.com 5122031655	MWDB	Female/Asian	AU

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	KFR8309453 K FRIESE & ASSOC INC 1120 S Capital Of Texas Hwy, Cityview 2 Ste 100 Austin Tx 78746	KAREN FRIESE kfriese@kfriese.com 512-338-1704 Fax: 512-338-1784	WDB	Female/Caucasian	AU
	PAT7048530 KNUDSON LP 6705 Hwy 290 W Ste 502 #222 Austin Tx 78735	Debbie Dooley ddooley@knudsonservices.com 713-463-8200 Fax: 713-463-8011	WDB	Female/Caucasian	AU
	V00000954418 Katherine Anne Kam 2116 Robert Browning Street Austin Tx 78723	Katie Kam katiekam@wheelsandwaterllc.com 5128200070	WDB	Female/Caucasian	AU
	V00000956342 Lindsay Elizabeth Liggett 5904 Fairlane Drive Austin Tx 78757	Lindsay Liggett lindsay.liggett@gmail.com 5124171645	WDB	Female/Caucasian	AU
	V00000950132 MARIO A ESPINOZA 5007 West Frances Place Austin Tx 78731	MARIO A ESPINOZA marioatx@utexas.edu 5125170019	MDB	Male/Hispanic	AU
	VC0000101572 MCCANN ADAMS STUDIO 1905 Aldrich St Ste. 140 Austin Tx 78723	JANA MCCANN janam@mccannadamsstudio.com 5127320001 Fax: 5127320004	WDB	Female/Caucasian	AU
	VC0000102100 NANCY LEDBETTER & ASSOCIATES INC 20020 Farm Pond Ln Pflugerville Tx 78660	NANCY P. LEDBETTER NANCY@NANCYLEDBETTER.COM 512-694-7797 Fax: 512-252-8322	WDB	Female/Caucasian	AU
	V00000941578 Ramos Consulting, LLC 2121 Lohmans Crossing Road Suite 504-409 Lakeway Tx 78734	Adalberto Javier Ramos jerry.ramos@ramosconsultingllc.com 5123292115	MDB	Male/Hispanic	AU
	V00000960170 Richard R Parsons 1502 Bluebonnet Ln Austin Tx 78704	Rob Parsons rparsonstx@gmail.com 5125652321	MB	Male/Hispanic	AU
	VS0000030160 Seiler / Lankes Group 345 Cypress Creek Rd. Suite 101 Cedar Park Tx 78613	Gerald Lankes glankes@slg-eng.com 512-785-8564	MDB	Male/Hispanic	AU
	V00000949248 Stephanie Kaminitzky Tucker 8208 Talbot Lane Austin Tx 78746	Stephanie Tucker stucker128@gmail.com 3183440856	WDB	Female/Caucasian	AU

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	TRA8311787 TRANSTEC GROUP INC 6111 Balcones Dr Austin Tx 78731	DAN ROZYCKI dan@thetranstecgroup.com 512-451-6233 Fax: 512-451-6234	MDB	Male/Hispanic	AU
	VIC7091950 VICKREY & ASSOC INC 2009 S Capital Of Texas Highway Ste 320, Tejas Plaza Austin Tx 78746	Brenda Johnson austin@vickreyinc.com 512-494-8014 Fax: 512-494-8054	WDB	Female/Caucasian	AU
92033 Mapping Services, Digitized (See 962-52 for Standards)					
	ALT8322417 ALTURA SOLUTIONS L P 4214 Medical Parkway, Suite 201 Austin Tx 78756	JESUS LARDIZABAL jel@alturasolutionslp.com 512-410-7059	MDB	Male/Hispanic	AU
	V00000919863 B2Z Engineering, LLC 8906 Wall Street Suite 707 Austin Tx 78754	Aisha Gonzalez aisha@b2zeng.com 5123519199	MWDB	Female/Hispanic	AU
	V00000939691 Belinda Betancourt Dow 908 Hartman Dr Leander Tx 78641	Belinda Betancourt Dow belindab.dow@dowgeospatial.com 5129935902	MWDB	Female/Hispanic	SL
	VS0000013860 CADD STUDIO, INC. 206 W. Main Street Round Rock Tx 78664	BELINDA FRYE bfrye@caddstudioinc.com 512-246-1855 Fax: 512-246-1856	MWDB	Female/Hispanic	SL
	CAS7170685 CAS CONSULTING & SVCS INC 7908 Cameron Rd Austin Tx 78754	CHANNY SOEUR channys@casengineers.com 512-836-2388 Fax: 512-836-4515	MDB	Male/Asian	AU
	CRE7038055 CRESPO CONSULTING SERVICES INC 4131 Spicewood Springs Rd #B2 Austin Tx 78759-8658	L STEPHEN STECHER SSTECHER@CRESPOINC.COM 512-343-6404 Fax: 512-343-8120	MDB	Male/Hispanic	AU
	V00000960143 Cyber Warfighters Group INC 506 W. 15th Street, Ste 207 Austin Tx 78701	Tahjar Roamartinez troamartinez@cyberfighters.net 5129200228	MWDB	Female/African American	AU
	DIV8319156 Diva Imaging LLC 2003 La Casa Dr Austin Tx 78704-4720	SALLIE BURCHETT INFO@DIVAIMAGING.COM 512-473-2527	WDB	Female/Caucasian	AU

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	V00000937193 Esolvit, Inc. 11675 Jollyville Rd. Ste 152 Austin Tx 78759	Usha Boddapu hub@esolvit.com 5123509564 Fax: 5126286256	MWDB	Female/Asian	AU
	V00000925390 INDIO SOLUTIONS INC 11921 Reedsport Trl Austin Tx 78754	MARK CASTILLO mark.castillo@gmail.com 9157908116 Fax: 8664476756	MDB	Male/Native American	AU
	MCG3115750 MCGRAY & MCGRAY LAND SURVEYORS INC 3301 Hancock Dr Ste 6 Austin Tx 78731-5441	JUDITH MCGRAY mcgray@mcgray.com 512-451-8591 Fax: 512-451-8791	WDB	Female/Caucasian	AU
	VS0000011481 Maldonado-Burkett, LLP 2312 Western Trails Blvd Ste C-303 Austin Tx 78745-1638	Ramon H. Maldonado, Jr. ramon@mbitsgroup.com 5129161386	MDB	Male/Hispanic	AU
	V00000937239 Mesa Integrated Solutions, Inc. 3720 Whitt Loop Austin Tx 78749	John Javier Mora dkid83@yahoo.com 5126630433	MDB	Male/Hispanic	AU
	VC0000102856 RHYAN TECHNOLOGY SERVICES LLC 901 S Mopac Plaza 1 Ste 300 Austin Tx 78746	BILL RHYAN BILL@RHYAN.COM 512-328-8688 Fax: 512-328-8668	MDB	Male/Native American	AU
	VS0000028307 Watearth, Inc. 11824 Jollyville Rd Suite 402 Austin Tx 78759	Jennifer Walker jwalker@watearth.com 5125571028 Fax: 8005193774	WB	Female/Caucasian	AU
	V00000953346 Xyple LLC 2021 Guadalupe St Suite 260 Austin Tx 78705	Tochukwu Okonkwor tokonkwor@xyple.com 4044888811	MDB	Male/African American	AU
9203320 GEOGRAPHIC INFORMATION SYSTEMS (GIS)					
	ALT8322417 ALTURA SOLUTIONS L P 4214 Medical Parkway, Suite 201 Austin Tx 78756	JESUS LARDIZABAL jel@alturasolutionslp.com 512-410-7059	MDB	Male/Hispanic	AU

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	ASA8322718 ASAKURA ROBINSON COMPANY L L C 1224 E. 12th Street, Suite 310 Austin Tx 78702	Margaret Robinson margaret@asakurarobinson.com 512-351-9601 Fax: 832-201-7198	MDB	Male/Asian	AU
	V00000919863 B2Z Engineering, LLC 8906 Wall Street Suite 707 Austin Tx 78754	Aisha Gonzalez aisha@b2zeng.com 5123519199	MWDB	Female/Hispanic	AU
	V00000939691 Belinda Betancourt Dow 908 Hartman Dr Leander Tx 78641	Belinda Betancourt Dow belindab.dow@dowgeospatial.com 5129935902	MWDB	Female/Hispanic	SL
	VS0000013860 CADD STUDIO, INC. 206 W. Main Street Round Rock Tx 78664	BELINDA FRYE bfrye@caddstudioinc.com 512-246-1855 Fax: 512-246-1856	MWDB	Female/Hispanic	SL
	VC0000102500 CIVIL LAND GROUP LLC 206 W Main St Ste 101 Round Rock Tx 78664	BELINDA FRYE BFRYE@CIVLNDGRP.COM 512-992-0118 Fax: 512-246-1856	MWB	Female/Hispanic	SL
	CRE7038055 CRESPO CONSULTING SERVICES INC 4131 Spicewood Springs Rd #B2 Austin Tx 78759-8658	L STEPHEN STECHER SSTECHER@CRESPOINC.COM 512-343-6404 Fax: 512-343-8120	MDB	Male/Hispanic	AU
	V00000960143 Cyber Warfighters Group INC 506 W. 15th Street, Ste 207 Austin Tx 78701	Tahjar Roamartinez troamartinez@cyberfighters.net 5129200228	MWDB	Female/African American	AU
	DIV8319156 Diva Imaging LLC 2003 La Casa Dr Austin Tx 78704-4720	SALLIE BURCHETT INFO@DIVAIMAGING.COM 512-473-2527	WDB	Female/Caucasian	AU
	V00000925390 INDIO SOLUTIONS INC 11921 Reedsport Trl Austin Tx 78754	MARK CASTILLO mark.castillo@gmail.com 9157908116 Fax: 8664476756	MDB	Male/Native American	AU
	MCG3115750 MCGRAY & MCGRAY LAND SURVEYORS INC 3301 Hancock Dr Ste 6 Austin Tx 78731-5441	JUDITH MCGRAY mcgray@mcgray.com 512-451-8591 Fax: 512-451-8791	WDB	Female/Caucasian	AU

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	VS0000011481 Maldonado-Burkett, LLP 2312 Western Trails Blvd Ste C-303 Austin Tx 78745-1638	Ramon H. Maldonado, Jr. ramon@mbitsgroup.com 5129161386	MDB	Male/Hispanic	AU
	V00000937239 Mesa Integrated Solutions, Inc. 3720 Whitt Loop Austin Tx 78749	John Javier Mora dkid83@yahoo.com 5126630433	MDB	Male/Hispanic	AU
	VS0000028307 Watearth, Inc. 11824 Jollyville Rd Suite 402 Austin Tx 78759	Jennifer Walker jwalker@watearth.com 5125571028 Fax: 8005193774	WB	Female/Caucasian	AU
	V00000953346 Xyple LLC 2021 Guadalupe St Suite 260 Austin Tx 78705	Tochukwu Okonkwor tokonkwor@xyple.com 4044888811	MDB	Male/African American	AU
92593 Traffic and Transportation Engineering					
	V00000907236 360 Professional Services, Inc. P.O. Box 3639 Cedar Park Tx 78630	Tammy Foster tammy.foster@360psinc.com 512-354-4682 103	WDB	Female/Caucasian	SL
	ALL7111300 ALLIANCE-TEXAS ENGINEERING COMPANY 11701 Stonehollow, Ste. 100 Austin Tx 78758	GAYLE HEATH gheath@emailatg.com 512-821-2081 Fax: 512-821-2085	WDB	Female/Caucasian	AU
	ROD8321224 ANDREW A RODRIGUEZ 8137 Osborne Dr Austin Tx 78729-8074	ANDREW A. RODRIGUEZ, P.E. RODZENG@AOL.COM 512-989-3336 Fax: 512-989-9192	MDB	Male/Hispanic	AU
	AXI8316197 AXIOM ENGINEERS INC 13276 Research Blvd Ste 208 Austin Tx 78750	NICOLE FINDEISEN NCF@AXIOMTEXAS.COM 512-506-9335 Fax: 512-506-9377	WB	Female/Caucasian	AU
	V00000932345 Alexreyna, Inc. 600 Congress Avenue, 14th Floor Austin Tx 78701	Alejandro Reyna alex@reynainc.com 5126574815	MB	Male/Hispanic	AU
	V00000919863 B2Z Engineering, LLC 8906 Wall Street Suite 707 Austin Tx 78754	Aisha Gonzalez aisha@b2zeng.com 5123519199	MWDB	Female/Hispanic	AU

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BAE7086810 BAER ENGINEERING & ENVIRONMENTAL CONSULTING INC 7756 Northcross Dr Ste 211 Austin Tx 78757-1725		Therese M. Baer tbaer@BaerEng.com 512-453-3733 Fax: 512-453-3316	WDB	Female/Caucasian	AU
CAS7170685 CAS CONSULTING & SVCS INC 7908 Cameron Rd Austin Tx 78754		CHANNY SOEUR channys@casengineers.com 512-836-2388 Fax: 512-836-4515	MDB	Male/Asian	AU
VC0000102500 CIVIL LAND GROUP LLC 206 W Main St Ste 101 Round Rock Tx 78664		BELINDA FRYE BFRYE@CIVLNDGRP.COM 512-992-0118 Fax: 512-246-1856	MWB	Female/Hispanic	SL
V00000939969 Civilitude, LLC 5110 Lancaster Ct Austin Tx 78723		Fayez Kazi accounting@civilitude.com 5127616161 Fax: 5127616167	MDB	Male/Asian	AU
V00000905281 Corsair Consulting LLC 16800 Joe Barbee Drive Round Rock Tx 78664		Clint J Harris clinharris@corsairus.com 512-342-8877	MDB	Male/Asian	SL
DAV1449500 DAVCAR INC 1010 Land Creek Cove Ste 200 Austin Tx 78746		DAVID CARROLL david@davcar.com 512-328-4428 Fax: 512-306-8330	MDB	Male/Hispanic	AU
V00000958312 Danielle Skidmore 360 Nueces Street Suite 2709 Austin Tx 78701		Danielle Marie Skidmore danielle@danielleskidmore.com 5125360748	WDB	Female/Caucasian	AU
ENC1735650 ENCOTECH ENGINEERING CONSULTANTS INC 8500 Bluffstone Cove, #B-103 Austin Tx 78759		ALI R KHATAW ali.khataw@eec-tx.com 512-338-1101 101 Fax: 512-338-1160	MB	Male/Asian	AU
V00000939316 GGE DESIGN & CONSULTING 13608-B Bullick Hollow Rd Austin Tx 78726		GISELA B ANDREU giselaa.ggedc@gmail.com 5124227945 Fax: 5122195209	MWDB	Female/Hispanic	AU
VS0000008581 GLOBAL ENGINEERS INC 4219 Pebblestone Trl Round Rock Tx 78665-5027		Munir Khan munirmkhan@gmail.com 512-417-3172 Fax: 512-246-2212	MDB	Male/Asian	AU

City of Austin Subcontract Vendor List - VCRCVS

Solicitation No.: RFQS 6100 CLMP296 Urban Trails Plan and Sidewalk/ADA Transition Plan Updates

Version No.: 2

Phase: 1

C Code & Description	Vend Code/Adr	Contact Information	W/M/B Code	G/E	LCTN
	VC0000101227 GONZALEZ - DE LA GARZA & ASSOCIATES 3800 N. Lamar St. Ste. 200 Austin Tx 78756	Ayda Gonzalez agonzalez@gd-us.com 5125374900 Fax: 2102089401	MWDB	Female/Hispanic	AU
	HVJ2459750 HVJ ASSOCIATES INC 1701 Directors Boulevard, Suite 910 Austin Tx 78744-1096	HERBERT V. JOHNSON hjohnson@hvj.com 7372225151 Fax: 281-933-7293	MDB	Male/African American	AU
	V00000963791 Huimin Zhao 3701 Lagood Dr. Austin Tx 78730	Huimin Zhao hzhao88@gmail.com 5122031655	MWDB	Female/Asian	AU
	GUE2157000 JOSE I GUERRA INC 2401 S Ih-35 Ste 210 Austin Tx 78741-3823	RICK GUERRA RGUERRA@GUERRA.COM 512-445-2090 Fax: 512-445-2099	MDB	Male/Hispanic	AU
	KFR8309453 K FRIESE & ASSOC INC 1120 S Capital Of Texas Hwy, Cityview 2 Ste 100 Austin Tx 78746	KAREN FRIESE kfriese@kfriese.com 512-338-1704 Fax: 512-338-1784	WDB	Female/Caucasian	AU
	V00000954418 Katherine Anne Kam 2116 Robert Browning Street Austin Tx 78723	Katie Kam katiekam@wheelsandwaterllc.com 5128200070	WDB	Female/Caucasian	AU
	V00000929188 LeStella S Valley 400 Wimberley Oaks Drive Wimberley Tx 78676	LeStella Valley lestella@sunstarservices.guru 5128478780	WDB	Female/Caucasian	SL
	V00000956342 Lindsay Elizabeth Liggett 5904 Fairlane Drive Austin Tx 78757	Lindsay Liggett lindsay.liggett@gmail.com 5124171645	WDB	Female/Caucasian	AU
	MAR3044500 MWM DESIGNGROUP INC 305 E Huntland Dr Ste 200 Austin Tx 78752	Julia M Harrod juliah@mwminc.com 512-453-0767 Fax: 512-453-1734	WDB	Female/Caucasian	AU
	VS0000011481 Maldonado-Burkett, LLP 2312 Western Trails Blvd Ste C-303 Austin Tx 78745-1638	Ramon H. Maldonado, Jr. ramon@mbitsgroup.com 5129161386	MDB	Male/Hispanic	AU
	V00000937239 Mesa Integrated Solutions, Inc. 3720 Whitt Loop Austin Tx 78749	John Javier Mora dkid83@yahoo.com 5126630433	MDB	Male/Hispanic	AU

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C Code & Description	Vend Code/Adr	Contact Information	W/MB Code	G/E	LCTN
V00000952785 Montalbano Engineering, Consulting & Associates, PLLC 12600 Hill Country Blvd Ste R275 Austin Tx 78738-5564		Veda Montalbano vmontalbano@meca-tx.com 5123292611	WDB	Female/Caucasian	SL
VS0000004650 RGT Engineering, Inc. 15229 Sisters Circle Austin Tx 78717		Reynaldo Gonzalez rgonzalez@rgtengineering.com 512-689-2341 Fax: 512-382-6851	MB	Male/Hispanic	AU
ROD7082460 RODRIGUEZ TRANSPORTATION GROUP INC 11211 Taylor Draper Ln Ste 100 Austin Tx 78759		MARK RODRIGUEZ mrodriguez@rtg-texas.com 512-231-9544 Fax: 512-231-9133	MDB	Male/Hispanic	AU
V00000941578 Ramos Consulting, LLC 2121 Lohmans Crossing Road Suite 504-409 Lakeway Tx 78734		Adalberto Javier Ramos jerry.ramos@ramosconsultingllc.com 5123292115	MDB	Male/Hispanic	AU
SUN4499350 SUNLAND GROUP, INC. 1812 Centre Creek Drive Suite 350 Austin Tx 78754		Brandy Waters bwaters@sunlandgrp.com 5125907951 Fax: 5124940406	WDB	Female/Caucasian	AU
VS0000030160 Seiler / Lankes Group 345 Cypress Creek Rd. Suite 101 Cedar Park Tx 78613		Gerald Lankes glankes@slg-eng.com 512-785-8564	MDB	Male/Hispanic	AU
V00000941287 Signal Analytics, PC 3005 Wood Springs Ln Round Rock Tx 78681		Allison Palumbo allison@sig-an.com 5126957205	WB	Female/Caucasian	SL
V00000925313 Smith Turrieta, PLLC Po Box 5902 Austin Tx 78763		Susan Turrieta susan@smithturrieta.com 5125699022	WDB	Female/Caucasian	AU
VS0000022046 THOMPSON-HAMILTON ENGINEERING LLC 283 Catalina Lane Austin Tx 78737		Jonathan Thompson admin@atlasdgn.com 5127911175 Fax: 512-350-2641	MDB	Male/Hispanic	SL
TRA8311787 TRANSTEC GROUP INC 6111 Balcones Dr Austin Tx 78731		DAN ROZYCKI dan@thetranstecgroup.com 512-451-6233 Fax: 512-451-6234	MDB	Male/Hispanic	AU

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C Code & Description	Vend Code/Adr	Contact Information	W/MB Code	G/E	LCTN
V00000902568 TRE & Associates, LLC 6101 W. Courtyard Drive, Building 1, Suite 100 Austin Tx 78730		John Jansing jjansing@tr-eng.com 5128524049	MWDB	Female/Hispanic	AU
UNI8318182 UNINTECH CONSULTING ENGINEERS INC 505 E. Huntland Drive, Suite 335 Austin Tx 78752		ELISA CHAN mromero@unintech.com 512-579-0722 Fax: 210-641-8279	MWDB	Female/Asian	AU
URB7038110 UTE CONSULTANTS INC 2007 S 1st Street Austin Tx 78704		Joan Ternus joan@uteconsultants.com 512-789-5018	WDB	Female/Caucasian	AU
VIC7091950 VICKREY & ASSOC INC 2009 S Capital Of Texas Highway Ste 320, Tejas Plaza Austin Tx 78746		Brenda Johnson austin@vickreyinc.com 512-494-8014 Fax: 512-494-8054	WDB	Female/Caucasian	AU
V00000959221 Watershed Solutions JV LLC 7908 Cameron Road Austin Tx 78754		Channy Soeur channy.soeur@wssjv.com 5128258989	MB	Male/Asian	AU

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Phase: 1

C Code & Description	Vend Code/Adr	Contact Information	W/MB Code	G/E	LCTN
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Vendors Outside the SLBP Area

91573 Public Information Services

V00000962014 Community Lattice LLC Suite 300 Houston Tx 77020	4013393997 danielle@communitylattice.com		WB	Female/Caucasian	TX
VS0000027333 Green and Sustainable Services, LLC 2421 Amyx Ranch Drive Ponder Tx 76259	940-597-3723 9404792009 tsmith@grnserv.com		WDB	Female/Caucasian	TX
V00000937181 K STRATEGIES GROUP LLC Suite 1540 Dallas Tx 75207	2145999766 kkeyes@kstrategies.com		MWDB	Female/African American	TX
V00000957521 Octavia Sharpless 4203 Pete Dr Killeen Tx 76549	2542450849 ovmccoy@yahoo.com		MWB	Female/African American	TX

91843 Environmental Consulting (INCL. SUSTAINABILITY)

VS0000022257 Ayan Tayo Ayanlola 1801 Wildrose Drive Rockwall Tx 75032	214-499-5110 972-722-2433 TAA@TAAGROUP.COM		MB	Male/African American	TX
VS0000007347 Bocci Engineering, LLC 8300 Fm 1960 West Suite 450 Houston Tx 77070	7135752400 107 8323042295 marketing_bid_notice@bocciengineering.com		WDB	Female/Caucasian	TX
V00000932475 Collier Consulting, Inc. 590 E South Loop Stephenville Tx 76401	8179156174 2549688725 rusty@collierconsulting.com		WB	Female/Caucasian	TX
V00000962014 Community Lattice LLC Suite 300 Houston Tx 77020	4013393997 danielle@communitylattice.com		WB	Female/Caucasian	TX
ENV1756650 FERKAM MANAGEMENT CORPORATION 303 E Main St Humble Tx 77338	281-446-4371 281-446-8061 FFYEPEZ@HOTMAIL.COM		MB	Male/Hispanic	TX

**City of Austin
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Solicitation No.: RFQS 6100 CLMP296 Urban Trails Plan and Sidewalk/ADA Transition Plan Updates

Version No.: 2

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C Code & Description	Vend Code/Adr	Contact Information	W/M/B Code	G/E	LCTN
GRE8308847 GREEN ENVIRONMENTAL CONSULTING INC 202 Vanderpool Lane Houston Tx 77024		713-932-8950 713-932-8950 info@green-envi.com	WB	Female/Caucasian	TX
GRE8304338 GREEN PLANET INC 6371 Hwy 276 W Royse City Tx 75189-5204		972-636-1515 972-636-3948 HAICHA@GREENPLANETINC.COM	WDB	Female/Caucasian	TX
VS0000008262 Gainco, Inc. P.O. Box 309 Portland Tx 78374		361-643-4378	WDB	Female/Caucasian	TX
VS0000027333 Green and Sustainable Services, LLC 2421 Amyx Ranch Drive Ponder Tx 76259		940-597-3723 9404792009 tsmith@grmserv.com	WDB	Female/Caucasian	TX
V00000940567 Hilda Rosa Quinones Po Box 76128 San Antonio Tx 78245		2108968711 2108968711 hildaq@qnadiversified.com	MWB	Female/Hispanic	TX
VS0000018853 Integrated Testing and Engineering Company of San Antonio LP 12028 Radium San Antonio Tx 78216		2105259033 210-525-9032 muralis@intec-sa.com	WMB	Male/Asian	TX
V00000917162 Lynda Coker 4565 Fm 466 Seguin Tx 78155		832-715-0375 iamsafety7@gmail.com	WDB	Female/Caucasian	TX
MAG7154875 MAGNACORE DRILLING & ENVIRONMENTAL SERVICES INC 906 W Mcdermott Dr #116-313 Allen Tx 75013		972-881-7200 972-881-7299 CEDRIC@MAGNACORE.NET	MDB	Male/Hispanic	TX
VS0000017547 MEDINA CONSULTING COMPANY INC 6391 Dezavala Rd, Ste 106 San Antonio Tx 78249		2106944545 404 2106944577 kmcgookey@medinacci.com	WDB	Female/Caucasian	TX
V00000955255 Method Architecture, PLLC 2118 Lamar St., Suite 200 Houston Tx 77003		7138427500 5124780920 info@methodarchitecture.com	MB	Male/Native American	TX
POZ8319072 POZNECKI-CAMARILLO INC 5835 Callaghan Rd Ste 200 San Antonio Tx 78228-1224		210-349-3273 210-349-4395 fcamarillo@pozcam.com	MDB	Male/Hispanic	TX

**City of Austin
Subcontract Vendor List - VCRCVS**

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C Code & Description	Vend Code/Adr	Contact Information	W/MB Code	G/E	LCTN
SEP4177900 SEPARATION SYSTEMS CONSULTANTS INC 17041 El Camino Real Ste 200 Houston Tx 77058-2629		281-486-1943 281-486-7415 hhodges@sscienvironmental.com	WDB	Female/Caucasian	TX
TLI8309120 TLI & ENVIRONMENTAL SVCS Po Box 482 Kempner Tx 76539-0482		5129322405 5129323505 tli@embarqmail.com	MDB	Male/Hispanic	TX
V00000904056 Terra Nova Consulting, Inc. 2425 Fountain View Drive, Suite 310-B Houston Tx 77057		713-482-8787 8322022524 lina.jazi@ternov.com	WDB	Female/Caucasian	TX
WES8311414 WESTEAST DESIGN GROUP L L C 200 E Grayson St Ste 207 San Antonio Tx 78215-1267		210-530-0755 210-530-9427 katherinek@westeastdesign.com	MDB	Male/Asian	TX
91846 Feasibility Studies (Consulting)					
AVI0530500 AVIATION ALLIANCE INC Po Box 799 Colleyville Tx 76034-0799		817-498-0388 817-281-1867 Shirley@AviationAllianceInc.com	WDB	Female/Caucasian	TX
V00000923800 Amelia Lopez Consulting LLC 103 Lee Cir Rockport Tx 78382-6983		5128098790 amelialopezconsulting@gmail.com	MWB	Female/Hispanic	TX
VS0000007347 Bocci Engineering, LLC 8300 Fm 1960 West Suite 450 Houston Tx 77070		7135752400 107 8323042295 marketing_bid_notice@bocciengineering.com	WDB	Female/Caucasian	TX
V00000962014 Community Lattice LLC Suite 300 Houston Tx 77020		4013393997 danielle@communitylattice.com	WB	Female/Caucasian	TX
DUR8311134 DURAND-HOLLIS RUPE ARCHITECTS INC Building 18 San Antonio Tx 78230		210-308-0080 210-697-3309 office@dhrarchitects.com	MDB	Male/Hispanic	TX
ELE7094080 ELECTROSYSTEMS ENGINEERS INC 5400 Suncrest Dr., Ste. B3 El Paso Tx 79912-5609		915-587-7902 103 915-587-7768 jarico@esei.com	MDB	Male/Hispanic	TX

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C Code & Description	Vend Code/Adr	Contact Information	W/M/B Code	G/E	LCTN
	VS0000008262 Gainco, Inc. P.O. Box 309 Portland Tx 78374	361-643-4378	WDB	Female/Caucasian	TX
	VS0000027333 Green and Sustainable Services, LLC 2421 Amyx Ranch Drive Ponder Tx 76259	940-597-3723 9404792009 tsmith@grnserv.com	WDB	Female/Caucasian	TX
	IBA7153325 IBARRA CONSULTING ENGINEERS INC Suite 840 Dallas Tx 75205	214-219-1030 555-555-5555 ibarra@ibarraengineer.com	MWDB	Female/Hispanic	TX
	VS0000018853 Integrated Testing and Engineering Company of San Antonio LP 12028 Radium San Antonio Tx 78216	2105259033 210-525-9032 muralis@intec-sa.com	WMB	Male/Asian	TX
	V00000923456 Sri Global, Inc 10998 S.Wilcrest Dr., Suite#255 Houston Tx 77099	8175014855 kasi@srigl.com	MB	Male/Asian	TX
	TRA7150480 TRANSSOLUTIONS LLC 14600 Trinity Blvd Ste 200 Fort Worth Tx 76155-2512	817-359-2950 817-359-2959 BHARGROVE@TRANSSOLUTIONS.COM	WDB	Female/Caucasian	TX
	WES8311414 WESTEAST DESIGN GROUP L L C 200 E Grayson St Ste 207 San Antonio Tx 78215-1267	210-530-0755 210-530-9427 katherinek@westeastdesign.com	MDB	Male/Asian	TX
91896 Transportation Consulting					
	AVI0530500 AVIATION ALLIANCE INC Po Box 799 Colleyville Tx 76034-0799	817-498-0388 817-281-1867 Shirley@AviationAllianceInc.com	WDB	Female/Caucasian	TX
	FOS7156650 FOSTER CM GROUP INC 8610 N. New Braunfels, Ste 606 San Antonio Tx 78217	210-804-1004 210-804-1004 pfoster@fostercmgroup.com	MDB	Male/African American	TX
	VS0000023267 Hayden Consultants, Inc. 5005 Greenville Ave Suite 100a Dallas Tx 75206	214-753-8100 214-750-9329 bhart@haydenconsultants.com	WB	Female/Caucasian	TX

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C Code & Description	Vend Code/Adr	Contact Information	W/MB Code	G/E	LCTN
	IBA7153325 IBARRA CONSULTING ENGINEERS INC Suite 840 Dallas Tx 75205	214-219-1030 555-555-5555 ibarra@ibarraengineer.com	MWDB	Female/Hispanic	TX
	VS0000034345 SE3, LLC 230 Sw Main St. Suite 213 Lees Summit Mo 64063	630-464-9900 708 469-2566 mspires@se3.us	MDB	Male/African American	OS
	TRA7150480 TRANSSOLUTIONS LLC 14600 Trinity Blvd Ste 200 Fort Worth Tx 76155-2512	817-359-2950 817-359-2959 BHARGROVE@TRANSSOLUTIONS.COM	WDB	Female/Caucasian	TX
92033 Mapping Services, Digitized (See 962-52 for Standa					
	V00000939264 ARORA ENGINEERS, INC. Suite 100 Chadds Ford Pa 19317	6104597900 6104597950 sortiz@aroraengineers.com	MDB	Male/Asian	OS
	V00000917428 TLC Engineering Inc. 8204 Westglen Drive Houston Tx 77063	713-868-6900 7138680001 tonycouncil@tlceng.com	MDB	Male/African American	TX
	V00000909366 United Geo Technologies LLC 7715 Mainland, Suite 110 San Antonio Tx 78250	210-684-2147 2107645022 pingram@unitedgeotech.com	WDB	Female/Caucasian	TX
9203320 GEOGRAPHIC INFORMATION SYSTEMS (GIS)					
	V00000939264 ARORA ENGINEERS, INC. Suite 100 Chadds Ford Pa 19317	6104597900 6104597950 sortiz@aroraengineers.com	MDB	Male/Asian	OS
	V00000917428 TLC Engineering Inc. 8204 Westglen Drive Houston Tx 77063	713-868-6900 7138680001 tonycouncil@tlceng.com	MDB	Male/African American	TX
	V00000909366 United Geo Technologies LLC 7715 Mainland, Suite 110 San Antonio Tx 78250	210-684-2147 2107645022 pingram@unitedgeotech.com	WDB	Female/Caucasian	TX

92593 Traffic and Transportation Engineering

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	AVI0530500 AVIATION ALLIANCE INC Po Box 799 Colleyville Tx 76034-0799	817-498-0388 817-281-1867 Shirley@AviationAllianceInc.com	WDB	Female/Caucasian	TX
	V00000957316 EIA Technocrats, Inc 10998 S.Wilcrest Dr., Suite#255 Houston Tx 77099	8175014855 2148539477 kasit@srigl.com	WB	Female/Asian	TX
	VS0000014891 Eckermann Engineering, Inc. 202 Spring Ho Avenue Lampasas Tx 76550	512-556-8160 5125565122 derrek@eckermannengineering.com	MB	Male/Native American	TX
	V00000904921 Fivengineering LLC 11200 Westheimer, Suite 353 Houston Tx 77042	713-775-7701 liz@5engineering.com	WDB	Female/Caucasian	TX
	VS0000023267 Hayden Consultants, Inc. 5005 Greenville Ave Suite 100a Dallas Tx 75206	214-753-8100 214-750-9329 bhart@haydenconsultants.com	WB	Female/Caucasian	TX
	IBA7153325 IBARRA CONSULTING ENGINEERS INC Suite 840 Dallas Tx 75205	214-219-1030 555-555-5555 ibarra@ibarraengineer.com	MWDB	Female/Hispanic	TX
	VS0000019943 JQ INFRASTRUCTURE LLC 100 Glass St Suite 201 Dallas Tx 75207	9723927340 2147528771 mkariyarvedu@jqeng.com	MDB	Male/Asian	TX
	V00000911438 Lamb-Star Engineering, LLC Suite 1000 Plano Tx 75093	214-440-3600 2144403601 john.lamb@lamb-star.com	MDB	Male/Native American	TX
	MAE8319636 MAESTAS & ASSOCIATES INC 8122 Datapoint Drive, Suite 840 San Antonio Tx 78229	210-366-1988 210-366-1980 amaestas@maesce.com	MDB	Male/Hispanic	TX
	V00000923456 Sri Global, Inc 10998 S.Wilcrest Dr., Suite#255 Houston Tx 77099	8175014855 kasi@srigl.com	MB	Male/Asian	TX
	V00000917428 TLC Engineering Inc. 8204 Westglen Drive Houston Tx 77063	713-868-6900 7138680001 tonycouncil@tlceng.com	MDB	Male/African American	TX

Total in SLBP:

246

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Total Outside SLBP: 60

GOOD FAITH EFFORTS INSTRUCTIONS (CITY OF AUSTIN ORDINANCE 2-9A-D)

At a minimum, the following should be submitted to support Good Faith Effort documentation:

- Solicitation sent to MBE/WBE firms **in the** Significant Local Business Presence (SLBP – 5 Counties include Travis, Hays, Williamson, Bastrop, and Caldwell) identified on the availability list for subcontracting opportunities not less than **7 business days** prior to bid date. Notices must be sent using two separate reasonable, available, and verifiable methods (e.g. email, fax, mail, or phone).
 - **Such as evidence of written notice includes copy of letters (solicitation notice) that was sent by email, fax, or mail.**
 - **Such as evidence of two separate methods used to notify MBE/WBEs include fax logs, email confirmations, copies of stamped envelopes/hand-delivered and/or phone logs (Phone contacts, alone, will not be sufficient.)**
- Written correspondence to certified vendors should include names, addresses, and other identifying information including your company's phone number, contact person, where to locate plans and specifications; and due date for responding.
- Take appropriate steps to follow up the initial solicitation with interested MBEs or WBEs.
 - **Submit copies of written responses from all respondents to your solicitation.**
 - **If interested MBEs or WBEs responded, document follow up on log of contacts and include date and contact information**
- Publish notice in a local publication such as newspaper, trade association publication, or via electronic/social media. (*Facebook Business Page, LinkedIn Business Profile, Twitter Business Account, or see below for a list of local minority trade publishers*)
 - Bidder/proposer must state a specific and verifiable reason for not contacting each certified firm with a SLBP.
 - **If MBEs and WBEs were not sent solicitation notices, document reason on log of contacts.**
 - Negotiate in good faith with interested MBEs and WBEs.
 - **If negotiated in good faith with interested MBEs and WBEs, document results on log of contacts.**
- Contact SMBR for assistance (i.e. additional scopes identified or assistance with MBE/WBE Program requirements).
- Not rejecting MBEs or WBEs as being unqualified without sound reasons.
- Seeking the services of available minority and women community organizations (*See below*)
 - **Documentation of contacts with trade associations and Chambers of Commerce.**
- Selecting portions of the work that will increase the likelihood that the MBE/WBE goals will be met.

The following additional Good Faith Efforts factors may also be considered:

- Efforts to assist MBE/WBEs in bonding, insurance, and financing where appropriate.
 - **If assistance was provided, document in log of contacts.**
- Efforts to assist MBE/WBEs in obtaining necessary equipment, supplies, and materials.
 - **If assistance was provided, document in log of contacts.**

In assessing minimum good faith efforts, SMBR may consider the performance of other Bidder/Proposers successfully meeting the goals.

FAILURE TO COMPLY WITH THE MBE/WBE PROCUREMENT ORDINANCE MAY RESULT IN A DETERMINATION OF NON-COMPLIANCE OR REJECTION OF YOUR REQUEST FOR CHANGE

SMALL & MINORITY BUSINESS RESOURCES CONTACT INFORMATION

<u>Compliance</u>	<u>CERTIFICATION</u>	<u>MAIN OFFICE</u>
512-974-7600	512-974-7645	512-974-7600
512-974-7601	512-974-7601	512-974-7622
Smbrcompliancedocuments@austintexas.gov	smbrcertification@austintexas.gov	www.austintexas.gov/smbr

SMBR's Plan Room

The City of Austin's Small & Minority Business Resources (SMBR) Department has a Plan room for viewing City of Austin project plans and specifications as well as other local, private, and public sector jobs. In addition, SMBR and McGraw-Hill Dodge have partnered to provide contractors up-to-date construction project information, plans and specification through the Internet. Projects include public and private sector opportunities in 100 South and Central Texas counties.

Where is the Plan Room?

It's located at the offices of SMBR
4201 Ed Bluestein Blvd.
Austin, TX 78721

How much will it cost?

There are no fees to access the information. There are minimal fees for copying and printing of plan and specification sheets.

What are my next steps?

Attend a free one-hour orientation session to learn how to operate the on-line service. Call (512) 974-7799 to make an appointment or for more information.

For more information or to view a list of projects currently available in the Plan Room visit website at www.austintexas.gov/smbr under the Plan Room projects.

BONDING

Bonding is a type of protection that a governmental agency or prime contractor may require that your company have in order to work on a contract. A bonding application will take several days. Get started today. Be proactive by making an appointment to talk to SMBR's Bonding Financial Consultant, Luke Ortega Luper as soon as possible. He can be reached at (512-974-7733 or email him at Luke.Luper@austintexas.gov. You will also find past copies of his newsletters on our website at <http://austintexas.gov/department/bonding>.

Keep in mind that SMBR does not issue bonds; however, we do provide our bonding resource program as a free and confidential service to our business owners.

AUSTIN MINORITY NEWSPAPERS

Capital City Argus News

PO Box 140471
Austin, TX 78714-0471
512-926-0348 Fax: same as phone

Charles M. Miles

Email: CMilesArgus@yahoo.com

El Mundo Newspaper

2112 E. Cesar Chavez
Austin, TX 78702
512-476-8636

Email: info@elmundonewspaper.com

La Prensa

PO Box 6504
Austin, TX 78762-6504
512-478-3090 Fax: 512-482-6400

Catherine Vasquez-Revilla

Email: laprensa@aol.com

Nokoa The Observer

PO Box 1137
Austin, TX 78767
512-499-8713 Fax: same as phone

Akwasi Evans

Email: akwasievans2013@gmail.com

The Villager

4132 E. 12th Street
Austin, TX 78721
512-476-0082 Fax: 512-476-0179

Tommy L. Wyatt

Email: vil3202@aol.com

World Journal Inc. of Texas/World Journal Chinese Daily News

5855 Sovereign Dr. #C
Houston, TX 77036

Sherry Wang

Email: sherrywang1020@yahoo.com

LOCAL MINORITY SERVICE ORGANIZATIONS

Asian Contractor Association

4201 Ed Bluestein Blvd, 2nd floor
Austin, TX 78721
512-926-5400 Fax: 512-926-5410

Aletta Banks

www.acta-austin.com

Email: asiancontractor@gmail.com

Austin Area Black Contractors Association

6448 Highway 290 East, Suite E-107
Austin, TX 78723
512-467-6895 Fax: 512-467-9808

Carol Hadnot

www.abcatx.com

Email: brc-pro@att.net

Business Investment Growth (BIG Austin)

Capital Plaza Bank Office Building
5407 N. IH-35, Ste 200
Austin, TX 78723
512-928-8010 Fax: 512-926-2997

Stacy Dukes-Rhone

www.bigaustin.org

Email: info@bigaustin.org

Business Resource Consultants (BRC)/(Bid Briefs)

6448 Highway 290 East, Suite E-107
Austin, TX 78723
512-467-6894 Fax: 512-467-9808

Carol S. Hadnot

Email: brc-pro@att.net

Greater Austin Asian Chamber of Commerce

8001 Centre Park Drive, Suite 160
Austin, TX 78731
512-407-8240

Jodie Huynh

www.austinasianchamber.org

Email: jhuynh@austinasianchamber.org

Greater Austin Black Chamber of Commerce

African-American Heritage Center
912 E. 11th Street, Suite A
Austin, TX 78702
512-459-1181 Fax: 512-459-1183

Tam Hawkins

www.austinbcc.org

Email: admin@austinbcc.org

Greater Austin Hispanic Chamber of Commerce

3601 Far West Blvd, Suite 204
Austin, TX 78731
512-476-7502 Fax: 512-476-6417

Casilda Clarich

www.gahcc.org

Email: cclarich@gahcc.org

U.S. Hispanic Contractors Association de Austin (USHCA)

920 E. Dean Keeton Street
Austin, TX 78705
512-922-0507

Juan Oyervides

www.ushca-austin.com

Email: info@ushca-austin.com

360 Professional Services, Inc.
P.O. Box 3639
Cedar Park, Tx 78630

A K Young Assoc
Po Box 650101
Austin, Tx 78765-0101

Aci Group L L C
1001 Mopac Cir Ste 100
Austin, Tx 78746-6804

Adisa Public Relations
1033 La Posada Drive
220
Austin, Tx 78752

Aeparmia Engineering, Pllc
9101 Burnet Road
Suite 209
Austin, Tx 78758

Alliance-Texas Engineering Company
11701 Stonehollow, Ste. 100
Austin, Tx 78758

Altura Solutions L P
4214 Medical Parkway, Suite 201
Austin, Tx 78756

Ana D Gallo
1501 Barton Springs Rd #230
Austin, Tx 78704

Andrew A Rodriguez
8137 Osborne Dr
Austin, Tx 78729-8074

Appliedtech Group L L C
12059 Lincolnshire Dr
Austin, Tx 78758-2217

Arora Engineers, Inc.
61 Wilmington-West Chester Pike
Suite 100
Chadds Ford, Pa 19317

Asakura Robinson Company L L C
1224 E. 12th Street, Suite 310
Austin, Tx 78702

Asd Consultants Inc
8120 N Ih 35
Austin, Tx 78753

Austin Architecture Plus Inc
2921 E. 17th Street
Unit B, Suite 200
Austin, Tx 78702

Aviation Alliance Inc
Po Box 799
Colleyville, Tx 76034-0799

Axiom Engineers Inc
13276 Research Blvd Ste 208
Austin, Tx 78750

Acacia Heritage Consulting
4907 Finley Drive
Austin, Tx 78731

Alexreyna, Inc.
600 Congress Avenue, 14th Floor
Austin, Tx 78701

Amaterra Environmental, Inc.
11842 Rim Rock Trail
Austin, Tx 78737

Amelia Lopez Consulting Llc
103 Lee Cir
Rockport, Tx 78382-6983

Austin City Advocate Llc
3204 Fairfax Walk
Austin, Tx 78705

Ayan Tayo Ayanlola
1801 Wildrose Drive
Rockwall, Tx 75032

B+V Design, Llc
208 W. 4th St., 3a
Austin, Tx 78701

B2z Engineering, Llc
8906 Wall Street
Suite 707
Austin, Tx 78754

Baer Engineering & Environmental
Consulting Inc
7756 Northcross Dr Ste 211
Austin, Tx 78757-1725

Beverly S. Silas
Po Box 493
Austin, Tx 78767-0493

Blgy Inc
8001 Centre Park Drive
Suite 150
Austin, Tx 78754

Bobbie Garza-Hernandez
Po Box 3911
Austin, Tx 78764-3911

Buchanan Consultants & Assoc
8600 Crest Ridge Circle
Austin, Tx 78750-3014

Belinda Betancourt Dow
908 Hartman Dr
Leander, Tx 78641

Benjamin Sumpter li
1000 Heritage Center Cir
Round Rock, Tx 78664

Blue Ocean Energy Llc
2313 Lake Austin Blvd
Austin, Tx 78703

Bocci Engineering, Llc
8300 Fm 1960 West
Suite 450
Houston, Tx 77070

Cadd Studio, Inc.
206 W. Main Street
Round Rock, Tx 78664

Carter Design Assoc Inc
817 W 11th St
Austin, Tx 78701-2009

Cas Consulting & Svcs Inc
7908 Cameron Rd
Austin, Tx 78754

Civic Collaboration Llc
7605 Clydesdale Dr
Austin, Tx 78745

Civil Land Group Llc
206 W Main St Ste 101
Round Rock, Tx 78664

Community Development Management
Co Inc
317 South Main Street
Lockhart, Tx 78644

Compliance Resources Inc
Po Box 2628
Georgetown, Tx 78627

Cotera + Reed Architects Inc
812 San Antonio St., Ste. 406
Austin, Tx 78701

Crespo Consulting Services Inc
4131 Spicewood Springs Rd #B2
Austin, Tx 78759-8658

Cynthia V Cueva-Luna
8902 Covey Cr
Austin, Tx 78758

Cari Harrington
Po Box 1446
Bastrop, Tx 78602

Civiltude, Llc
5110 Lancaster Ct
Austin, Tx 78723

Collier Consulting, Inc.
590 E South Loop
Stephenville, Tx 76401

Community Lattice Llc
4300 Lyons Avenue
Suite 300
Houston, Tx 77020

Concept Development & Planning, Llc
P.O. Box 5459
Austin, Tx 78763-5459

Corsair Consulting Llc
16800 Joe Barbee Drive
Round Rock, Tx 78664

Cortez Consulting Services, Corp
1301 S. Ih 35
Suite 100
Austin, Tx 78741

Cox Mclain Environmental Consulting, Inc
8401 Shoal Creek Blvd.
Suite 100
Austin, Tx 78757

Cultural Strategies Inc.
3300 Bee Cave Rd.
#650-1136
Austin, Tx 78746

Cyber Warfighters Group Inc
506 W. 15th Street, Ste 207
Austin, Tx 78701

Cynthia Cueva-Luna
Po Box 180233
Austin, Tx 78718

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Davcar Inc
1010 Land Creek Cove Ste 200
Austin, Tx 78746

Deborah Frankhouser
13018 Hunters Chase Drive
Austin, Tx 78729

Durand-Hollis Rupe Architects Inc
14603 Huebner Rd
Building 18
San Antonio, Tx 78230

Danielle Skidmore
360 Nueces Street
Suite 2709
Austin, Tx 78701

Diva Imaging Llc
2003 La Casa Dr
Austin, Tx 78704-4720

Edge Engineering, PLLC
4404 E Hove Loop
Austin, Tx 78749

Eia Technocrats, Inc
10998 S.Wilcrest Dr., Suite#255
Houston, Tx 77099

Eleanor H McKinney Landscape Architect
Inc
2007 Kinney Ave
Austin, Tx 78704-4007

Electrosystems Engineers Inc
5400 Suncrest Dr., Ste. B3
El Paso, Tx 79912-5609

Elizabeth Salaiz Architect Inc
2305 Rundell Pl
Austin, Tx 78704-3027

Encotech Engineering Consultants Inc
8500 Bluffstone Cove, #B-103
Austin, Tx 78759

Enviromedia Inc
2021 E 5th St Ste 150
Austin, Tx 78702

Environmental Survey Inc
4602 Placid Place
Austin, Tx 78731

Erudistic Llc
2110 W Slaughter Ln
Ste 160 Box 131
Austin, Tx 78748

Eckermann Engineering, Inc.
202 Spring Ho Avenue
Lampasas, Tx 76550

Elston Henry Johnson
16238 Ranch Road 620 N
Ste. F - 272
Austin, Tx 78717

Energy Bees, Llc
3717 Indian Point Drive
Austin, Tx 78739

Energy Renewal Partners, Llc
1221 South Mopac Expy
Suite 225
Austin, Tx 78746

Esolvit, Inc.
11675 Jollyville Rd. Ste 152
Austin, Tx 78759

Facilities Resource Inc
11100 Metric Blvd, Suite 450
Austin, Tx 78758-4000

Ferkam Management Corporation
303 E Main St
Humble, Tx 77338

Foster Cm Group Inc
8610 N. New Braunfels, Ste 606
San Antonio, Tx 78217

Fusearch Studio
1005 East St. Elmo Road
Building 4
Austin, Tx 78745

Fagan Consulting, Llc
16001 Spillman Ranch Loop
Austin, Tx 78738

Fivengineering Llc
11200 Westheimer, Suite 353
Houston, Tx 77042

Fortress, Inc.
1118 Hidden Glen Dr.
Round Rock, Tx 78681

Garcia Design Inc
11701 Stonehollow Dr., Suite 100
Austin, Tx 78758

Gge Design & Consulting
13608-B Bullick Hollow Rd
Austin, Tx 78726

Glenrose Engineering Inc
1405 Hillmont St
Austin, Tx 78704

Global Engineers Inc
4219 Pebblestone Trl
Round Rock, Tx 78665-5027

Gonzalez - De La Garza & Associates
3800 N. Lamar St.
Ste. 200
Austin, Tx 78756

Gram Traffic Counting Inc
3751 Fm 1105
Bldg. A
Georgetown, Tx 78626

Green Environmental Consulting Inc
202 Vanderpool Lane
Houston, Tx 77024

Green Planet Inc
6371 Hwy 276 W
Royse City, Tx 75189-5204

Gainco, Inc.
P.O. Box 309
Portland, Tx 78374

Galindo Environmental Consulting, Llc
2900 W Anderson Lane
Ste C-200 #198
Austin, Tx 78757

Green And Sustainable Services, Llc
2421 Amyx Ranch Drive
Ponder, Tx 76259

H2o Partners Inc
260 Addie Roy Road, Ste 150
Austin, Tx 78746

Harutunian Engineering Inc
8100 Cross Park Drive
Austin, Tx 78754

Haynes Eaglin Waters Llc
13710 Immanuel Rd
Pflugerville, Tx 78660

Heather Kay Stettler
13809 Research Blvd Suite 500 Pmb
92153
Austin, Tx 78750

Hicks & Co Environmental/Archeological
Consultants
1504 W 5th St
Austin, Tx 78703-5157

Hvj Associates Inc
1701 Directors Boulevard, Suite 910
Austin, Tx 78744-1096

Hayden Consultants, Inc.
5005 Greenville Ave Suite 100a
Dallas, Tx 75206

Hilda Rosa Quinones
Po Box 76128
San Antonio, Tx 78245

Huimin Zhao
3701 Lagood Dr.
Austin, Tx 78730

Ibarra Consulting Engineers Inc
3100 Monticello Ave.
Suite 840
Dallas, Tx 75205

Indio Solutions Inc
11921 Reedsport Trl
Austin, Tx 78754

Integrated Testing And Engineering
Company Of San Antonio Lp
12028 Radium
San Antonio, Tx 78216

Jasmine Engineering Inc
2211 South I-35
Suite 108
Austin, Tx 78741

Jose I Guerra Inc
2401 S Ih-35 Ste 210
Austin, Tx 78741-3823

Jq Infrastructure Llc
100 Glass St
Suite 201
Dallas, Tx 75207

Jenny Leonard
1023 Springdale Rd
Building 6 Suite E
Austin, Tx 78721

K Friese & Assoc Inc
1120 S Capital Of Texas Hwy, Cityview 2
Ste 100
Austin, Tx 78746

K Strategies Group Llc
2777 N Stemmons Fwy
Suite 1540
Dallas, Tx 75207

Knudson Lp
6705 Hwy 290 W Ste 502 #222
Austin, Tx 78735

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Austin, Tx 78729

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111 W 8th St
Austin, Tx 78701

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3005 S Lamar Blvd #D109 Pmb314
Austin, Tx 78704-9995

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Austin, Tx 78756

Laquetta Washington
4113 Hidden View Ct
Round Rock, Tx 78665

Latonya J Pegues
3201 Bee Caves Rd, Ste 161662
Austin, Tx 78746

Lamb-Star Engineering, Llc
5700 W. Plano Parkway
Suite 1000
Plano, Tx 75093

Lestella S Valley
400 Wimberley Oaks Drive
Wimberley, Tx 78676

Lindsay Elizabeth Liggett
5904 Fairlane Drive
Austin, Tx 78757

Lynda Coker
4565 Fm 466
Seguin, Tx 78155

Maestas & Associates Inc
8122 Datapoint Drive, Suite 840
San Antonio, Tx 78229

Magnacore Drilling & Environmental
Services Inc
906 W Mcdermott Dr #116-313
Allen, Tx 75013

Mario A Espinoza
5007 West Frances Place
Austin, Tx 78731

Mccann Adams Studio
1905 Aldrich St
Ste. 140
Austin, Tx 78723

Mcgray & Mcgray Land Surveyors Inc
3301 Hancock Dr Ste 6
Austin, Tx 78731-5441

Medina Consulting Company Inc
6391 Dezavala Rd, Ste 106
San Antonio, Tx 78249

Mwm Designgroup Inc
305 E Huntland Dr Ste 200
Austin, Tx 78752

Maldonado-Burkett, Llp
2312 Western Trails Blvd
Ste C-303
Austin, Tx 78745-1638

Margaret Roy
5207 Welcome Gln
Austin, Tx 78759

Mesa Integrated Solutions, Inc.
3720 Whitt Loop
Austin, Tx 78749

Method Architecture, Pllc
2118 Lamar St., Suite 200
Houston, Tx 77003

Montalbano Engineering, Consulting &
Associates, Pllc
12600 Hill Country Blvd
Ste R275
Austin, Tx 78738-5564

Nancy Ledbetter & Associates Inc
20020 Farm Pond Ln
Pflugerville, Tx 78660

Nelisa Heddin Consulting, Llc
301 Palos Verdes
Austin, Tx 78734

Newton O'Neill Communications Llc
5000 Mission Oaks Blvd
Unit 10
Austin, Tx 78735

North Park Consulting, Llc
2303 Alayna Cove
Austin, Tx 78754

Office For Local Architecture Llc
201 E. 5th Street
Suite 104
Austin, Tx 78701

Octavia Sharpless
4203 Pete Dr
Killeen, Tx 76549

Power Quality Engineering Inc
3061 Woodall Dr Bldg A
Cedar Park, Tx 78613-7225

Poznecki-Camarillo Inc
5835 Callaghan Rd Ste 200
San Antonio, Tx 78228-1224

Providence Environmental Consulting Inc
112 Las Colinas Dr
Georgetown, Tx 78628-1019

Rgt Engineering, Inc.
15229 Sisters Circle
Austin, Tx 78717

Rhyan Technology Services Llc
901 S Mopac Plaza 1 Ste 300
Austin, Tx 78746

Rita Abdeladim
40 North Ih 35, Suite 10c2
Austin, Tx 78701

Rjw Operations Inc
5900 Rain Creek Pkwy.
Austin, Tx 78759

Rodriguez Transportation Group Inc
11211 Taylor Draper Ln Ste 100
Austin, Tx 78759

Ramos Consulting, Llc
2121 Lohmans Crossing Road
Suite 504-409
Lakeway, Tx 78734

Regenerative Environmental Design, Llc
5115 Kings Highway
Austin, Tx 78745

Rene Geneva Renko
4601 South 2nd Street
Austin, Tx 78745

Richard R Parsons
1502 Bluebonnet Ln
Austin, Tx 78704

Rifeline, Llc
1608 W 6th St
Austin, Tx 78703

Rindy And Associates Inc
2401 East 6th Street #1007
Austin, Tx 78702

Round Rock Geophysics Llc
Po Box 5668
Round Rock, Tx 78683

Se3, Llc
230 Sw Main St.
Suite 213
Lees Summit, Mo 64063

Separation Systems Consultants Inc
17041 El Camino Real Ste 200
Houston, Tx 77058-2629

Snap Management Group Inc
901 East 12th Street
Austin, Tx 78702

Stanley Architects & Artisans Inc
1901 E.M. Franklin Ave
Austin, Tx 78723-5828

Sue Ellen Jackson
8827 Silverarrow Cir.
Austin, Tx 78759

Sunland Group, Inc.
1812 Centre Creek Drive
Suite 350
Austin, Tx 78754

Susan H Welker
4911 Rollingwood Dr
Austin, Tx 78746

Susan Roth Consulting Llc
4111 Tablerock Dr
Austin, Tx 78731

Seiler / Lankes Group
345 Cypress Creek Rd.
Suite 101
Cedar Park, Tx 78613

Shaila M Abdullah
8408 Dulac Drive
Austin, Tx 78729

Signal Analytics, Pc
3005 Wood Springs Ln
Round Rock, Tx 78681

Smith Turrieta, Pllc
Po Box 5902
Austin, Tx 78763

Sperling Consulting, Llc
795 N Pleasant Valley Rd
Austin, Tx 78702

Spire Consulting Group, Llc
Norwood Tower
114 W 7th St Ste 1300
Austin, Tx 78701

Sri Global, Inc
10998 S.Wilcrest Dr., Suite#255
Houston, Tx 77099

Stacy Lynn Guidry
130 Kahalulu Dr.
Bastrop, Tx 78602

Stephanie Kaminitzky Tucker
8208 Talbot Lane
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Studio D Consulting+Design, Llc
Po Box 340183
Lakeway, Tx 78734

Susanne Bynum
11704 Saddle Rock Dr.
Austin, Tx 78725

Terra Ecoservices Llc
11006 Swelfling Terrace
Austin, Tx 78737

The Mcdonald Consulting Group Inc
1509 Olympus Dr.
Austin, Tx 78733

Thompson-Hamilton Engineering Llc
283 Catalina Lane
Austin, Tx 78737

Tlc Engineering Inc.
8204 Westglen Drive
Houston, Tx 77063

Tli & Environmental Svcs
Po Box 482
Kempner, Tx 76539-0482

Transsolutions Llc
14600 Trinity Blvd Ste 200
Fort Worth, Tx 76155-2512

Transtec Group Inc
6111 Balcones Dr
Austin, Tx 78731

Tre & Associates, Llc
6101 W. Courtyard Drive, Building 1,
Suite 100
Austin, Tx 78730

Tri Recycling Inc
Po Box 26499
Austin, Tx 78755-0499

Terra Nova Consulting, Inc.
2425 Fountain View Drive, Suite 310-B
Houston, Tx 77057

The Thrival Company Llc
5732 Gorham Glen Lane
Austin, Tx 78739

Trachmar, Llc
2900 N Quinlan Park Rd Ste B240 - 321
Austin, Tx 78732

Unintech Consulting Engineers Inc
505 E. Huntland Drive, Suite 335
Austin, Tx 78752

Ute Consultants Inc
2007 S 1st Street
Austin, Tx 78704

United Geo Technologies Llc
7715 Mainland, Suite 110
San Antonio, Tx 78250

Vickrey & Assoc Inc
2009 S Capital Of Texas Highway Ste
320, Tejas Plaza
Austin, Tx 78746

Vm Environmental Consulting, Llc
480 Country Road 167
Georgetown, Tx 78626

Vision Building Energy Efficiency, Llc
13809 Research Boulevard
Suite 279
Austin, Tx 78750

Westeast Design Group L L C
200 E Grayson St Ste 207
San Antonio, Tx 78215-1267

Watearth, Inc.
11824 Jollyville Rd
Suite 402
Austin, Tx 78759

Watershed Solutions Jv Llc
7908 Cameron Road
Austin, Tx 78754

Woollard Nichols And Associates
3308 Treadsoft Cove
Austin, Tx 78748

Xyple Llc
2021 Guadalupe St
Suite 260
Austin, Tx 78705

Yates Consulting Inc
611 S. Congress, Suite 100
Austin, Tx 78704



FORM 1 Prime Firm General Information

Solicitation Number:

Project Name:

Firm Legal Name: (MUST MATCH VENDOR REGISTRATION AND BE THE EXACT LEGAL NAME)	
Firm Address:	
Headquarter Address if parent company address is different than firm address listed:	
Telephone number:	
Federal Tax ID Number:	
Contact Person (Person City should contact for questions with submittal):	
COA Vendor Registration Number:	
Address of contact person:	
Phone number of contract person:	
E-mail Address of contact person:	
Year of Firm's Registration with the State of Texas	
Firm's Engineering/Architectural Registration Number:	
<i>If submitting as a joint venture, the following information is required for each joint venture firm.</i>	

Firm 1 Legal Name	
Participating Firms Percentage of Control:	
Number of Years in Business:	
Organization Type:	
Date of Organization (MM/YYYY):	
Date of Predecessor Organization:	

**Office Personnel
List of Principals and Titles:**

Name of Principal	
Title	
Personnel Other Than Principals	
Total number of employees in firm	
Number of registered Environmental Engineers	
Number of Registered Civil Engineers	
Number of other Registered Engineers	
Number of other Professionals	
Number of Support Personnel	

Firm 2 Legal Name	
Participating Firms Percentage of Control:	
Number of Years in Business:	
Organization Type:	
Date of Organization (MM/YYYY):	
Date of Predecessor Organization:	

**Office Personnel
List of Principals and Titles:**

Name of Principal	
Title	
Personnel Other Than Principals	
Total number of employees in firm	
Number of registered Environmental Engineers	
Number of Registered Civil Engineers	
Number of other Registered Engineers	
Number of other Professionals	
Number of Support Personnel	

Insurance Information		
Worker's Compensation and Employers' Liability Insurance		
Yes	No	If "yes", please state limits.
Commercial General Liability Insurance		
Yes	No	If "yes", please state limits.
Business Automobile Liability Insurance		
Yes	No	If "yes", please state limits.
Professional Liability Insurance		
Yes	No	If "yes", please state limits.

SUBCONSULTANT INFORMATION

Complete the MBE/WBE Compliance Plan in the MBE/WBE Procurement Program package. All subconsultant recommendations will be subject to approval by the City. If for any reason an MBE or WBE subconsultant must be replaced, the prime consultant firm will be required to make good faith efforts to replace with another MBE or WBE.

Attach a letter from each subconsultant on the proposed team, confirming that they have been contacted and are prepared to provide services for the project.

The undersigned acknowledges receipt of the following addenda:		
Addendum No.	Date	Received By

CONSULTANT STATEMENT OF QUALIFICATIONS ACKNOWLEDGEMENT: The undersigned certifies that the Consultant has read and understands the Request for Qualifications documents including the Instructions to Consultants, and all other requirements applicable to the qualification-based selection process provided in the Request for Qualifications Documents.

The Consultant’s authorized contact will initial each of the blanks set forth below to represent and certify that the Consultant has completed, executed, and enclosed the corresponding supplemental documents with their submittal.

- ____ Form 6 – Experience of Project Manager
- ____ Form 7 – Experience of Project Professional
- ____ Form 8 – Experience of Project Principal
- ____ Form 9 – Prime Firm’s Comparable Project Experience
- ____ Form 10 – Major Scopes of Work - Comparable Project Experience

Consultant’s submitting Statements of Qualifications in response to this RFQ agree to and represent that they are authorized to submit an SOQ on behalf of Consultant. Consultants, by submitting, acknowledge that they have received and read each solicitation document including all revisions, addenda and documents incorporated by reference, and agree to be bound by the terms therein.

OTHER CONSIDERATIONS

Describe the quantity and nature of any work, interest in work, partnership interest, land ownership or other interest in any project, property or business dealing within the proposed project area or past or current business relationship which may give rise to a potential conflict of interest for your firm or associated firms in the execution of this project.

Signature

Name

Date

END



FORM 2 NON-COLLUSION, NON-CONFLICT OF INTEREST AND ANTI-LOBBYING

Solicitation Number:

Project Name:

For purposes of these requirements:

The term **“Respondent”**, as used herein, includes the individual or business entity submitting the response and includes the directors, officers, partners, managers, members, principals, owners, agents, representatives, employees, other parties in interest of the Respondent, and anyone or any entity acting for or on behalf of the Respondent, including subconsultant in connection with this response.

The terms **“City”** and **“Owner”** are synonymous.

1. **Anti-Collusion Statement.** The Respondent has not and will not in any way directly or indirectly:
 - a. colluded, conspired, or agreed with any other person, firm, corporation, respondent or potential respondent to the amount of this response or the terms or conditions of this response.
 - b. paid or agreed to pay any other person, firm, corporation, respondent or potential respondent any money or anything of value in return for assistance in procuring or attempting to procure a contract or in return for establishing the prices in the attached response or the response of any other respondent.
2. **Preparation of Invitation for Response and Contract Documents.** The Respondent has not received any compensation or a promise of compensation for participating in the preparation or development of the underlying response or contract documents. In addition, the Respondent has not otherwise participated in the preparation or development of the underlying response or contract documents, except to the extent of any comments or questions and responses in the solicitation process, which are available to all respondents, so as to have an unfair advantage over other respondents, provided that all Respondent may have provided relevant product or process information to a consultant in the normal course of its business.
3. **Participation in Decision Making Process.** The Respondent has not participated in the evaluation of responses or proposals or other decision making process for this solicitation, and, if Respondent is awarded a contract hereunder, no individual, agent, representative, consultant or sub contractor or consultant associated with Respondent, who may have been involved in the evaluation or other decision making process for this solicitation, will have any direct or indirect financial interest in the Contract, provided that the Respondent may have provided relevant product or process information to a contractor or another consultant in the normal course of its business.
4. **Present Knowledge.** Respondent is not presently aware of any potential or actual conflicts of interest regarding this solicitation, which either enabled Respondent to obtain an advantage over other Respondents or would prevent Respondent from advancing the best interests of OWNER in the course of the performance of the Contract.

5. City Code. As provided in Sections 2-7-61 through 2-7-65 of the City Code, no individual with a substantial interest in Respondent is a City official or employee or is related to any City official or employee within the first or second degree of consanguinity or affinity.

6. Chapter 176 Conflict of Interest Disclosure. In accordance with Chapter 176 of the Texas Local Government Code, the Respondent:

- a. does not have an employment or other business relationship with any local government officer or OWNER or a family member of that officer that results in the officer or family member receiving taxable income;
- b. has not given local government officer or OWNER one or more gifts, other than gifts of food lodging transportation or entertainment accepted as a guest, that have an aggregate value of more than \$250 in the twelve month period preceding the date the officer becomes aware of the execution of the Contract or that OWNER is considering doing business with the Respondent.

As required by Chapter 176, Respondent must have filed a Conflicts of Interest Questionnaire with the Purchasing Department no later than the seventh business day after the commencement of contract discussions or negotiations with the City or the submission of a Response, response to a request for proposals, or other writing related to a potential contract with OWNER. The questionnaire must be updated not later than the seventh day after the date of an event that would make a statement in the questionnaire inaccurate or incomplete. There are statutory penalties for failure to comply with Chapter 176.

7. Anti-Lobbying Ordinance. On June 14, 2018, the Austin City Council adopted Ordinance No. 20180614-056 replacing Chapter 2.7, Article 6 of the City Code relating to Anti-Lobbying and Procurement. The City requires Offerors submitting Offers on this solicitation to certify that the Offeror has not in any way directly or indirectly had communication restricted in the ordinance section 2-7-104 during the No-Lobbying Period as defined in the Ordinance, which can be viewed in the solicitation Instructions to Consultants.

8. Texas Government Code Chapter 2270. The City is prohibited from contracting with any "company", for goods and services unless the following verification is included in this contract. If CONTRACTOR qualifies as a "company", then CONTRACTOR verifies that it: (a) does not "boycott Israel"; and (b) will not "boycott Israel" during the term of this contract. For the purposes of this Section only, the terms "company" and "boycott Israel" have the meaning assigned by Texas Government Code Section 2270.001. CONTRACTOR's obligations under this Section, if any exist, will automatically cease or be reduced to the extent that the requirements of Texas Government Code Chapter 2270 are subsequently repealed, reduced, or declared unenforceable or invalid in whole or in part by any court or tribunal of competent jurisdiction or by the Texas Attorney General, without any further impact on the validity or continuity of this contract.

NOTE: THE ABOVE STATE LAW HAS RECENTLY BEEN TEMPORARILY ENJOINED. HOWEVER, IF THIS INJUNCTION IS LIFTED OR STAYED BY A COURT OR OTHER ENTITY OF COMPETENT JURISDICTION, THIS SECTION WILL BE AN ENFORCEABLE AND REQUIRED TERM OF YOUR CONTRACT WITH THE CITY. IF YOU DISAGREE WITH THE ABOVE PROVISION OF THE CONTRACT, PLEASE STRIKE THROUGH IT OR INDICATE YOUR OBJECTION ON THIS PAGE. YOUR BID WILL NOT BE AFFECTED BY STRIKING THROUGH THIS PROVISION AT THIS TIME. STRIKING THROUGH THIS PROVISION OR STATING YOUR OBJECTION TO IT WILL NOT CAUSE THE CITY TO REJECT YOUR BID.

If the CONTRACTOR cannot affirmatively swear and subscribe to the forgoing statements, the CONTRACTOR shall provide a detailed written explanation in the space provided below or, as necessary, on separate pages to be annexed hereto.

END



FORM 3A PRIME FIRM'S EEO PROGRAM

Solicitation Number:

Project Name:

City of Austin, Texas

NON-DISCRIMINATION AND NON-RETALIATION CERTIFICATION

To: City of Austin, Texas, ("OWNER")

I hereby certify that our firm conforms to the Code of the City of Austin, Section 5-4-2, and the City's Non-Retaliation Policy as reiterated below:

- A. **Chapter 5-4. Discrimination in Employment by City Contractors, Section 4-2:** As an Equal Employment Opportunity (EEO) employer, the Contractor will conduct its personnel activities in accordance with established federal, state and local EEO laws and regulations and agrees:
- (1) Not to engage in any discriminatory employment practice defined in this chapter.
 - (2) To take affirmative action to ensure that applicants are employed, and that employees are treated during employment, without discrimination being practiced against them as defined in this chapter. Such affirmative action shall include, but not be limited to: all aspects of employment, including hiring, placement, upgrading, transfer, demotion, recruitment, recruitment advertising; selection for training and apprenticeship, rates of pay or other form of compensation, and layoff or termination.
 - (3) To post in conspicuous places, available to employees and applicants for employment, notices to be provided by OWNER setting forth the provisions of this chapter.
 - (4) To state in all solicitations or advertisements for employees placed by or on behalf of the Contractor, that all qualified applicants will receive consideration for employment without regard to race, creed, color, religion, national origin, sexual orientation, gender identity, disability, veteran status, sex or age.
 - (5) To obtain a written statement from any labor union or labor organization furnishing labor or service to Contractors in which said union or organization has agreed not to engage in any discriminatory or retaliation employment practices as defined in this chapter and to take affirmative action to implement policies and provisions of this chapter.
 - (6) To cooperate fully with OWNER's Human Rights Commission in connection with any investigation or conciliation effort of said Human Rights Commission to ensure that the purpose of the provisions against discriminatory employment practices are being carried out.

- (7) To require compliance with provisions of this chapter by all subcontractors having fifteen or more employees who hold any subcontract providing for the expenditure of \$2,000 or more in connection with any contract with OWNER subject to the terms of this chapter.

B. Minimum Standard Non-Discrimination and Non-Retaliation in Employment Policy: For the purposes of this Offer and any resulting Contract, Contractor adopts the provisions of the City's Minimum Standard Non-Discrimination and Non-Retaliation Policy set forth below.

- (1) *As an Equal Employment Opportunity (EEO) employer, the Contractor will conduct its personnel activities in accordance with established federal, state and local EEO laws and regulations.*
- (2) *The Contractor will not discriminate against any applicant or employee based on race, creed, color, national origin, sex, age, religion, veteran status, gender identity, disability, or sexual orientation. This policy covers all aspects of employment, including hiring, placement, upgrading, transfer, demotion, recruitment, recruitment advertising, selection for training and apprenticeship, rates of pay or other forms of compensation, and layoff or termination.*
- (3) *The Contractor agrees to prohibit retaliation, discharge or otherwise discrimination against any employee or applicant for employment who has inquired about, discussed or disclosed their compensation.*

Further, employees who experience discrimination, retaliation, sexual harassment, or another form of harassment should immediately report it to their supervisor. If this is not a suitable avenue for addressing their complaint, employees are advised to contact another member of management or their human resources representative. No employee shall be discriminated against, harassed, intimidated, nor suffer any reprisal as a result of reporting a violation of this policy. Furthermore, any employee, supervisor, or manager who becomes aware of any such discrimination or harassment should immediately report it to executive management or the human resources office to ensure that such conduct does not continue.

Contractor agrees that to the extent of any inconsistency, omission, or conflict with its current non-discrimination and non-retaliation employment policy, the Contractor has expressly adopted the provisions of the City's Minimum Non-Discrimination Policy contained in Section 5-4-2 of the City Code and set forth above, as the Contractor's Non-Discrimination Policy or as an amendment to such Policy and such provisions are intended to not only supplement the Contractor's policy, but will also supersede the Contractor's policy to the extent of any conflict.

UPON CONTRACT AWARD, THE CONTRACTOR SHALL PROVIDE A COPY TO THE CITY OF THE CONTRACTOR'S NON-DISCRIMINATION AND NON-RETALIATION POLICIES ON COMPANY LETTERHEAD, WHICH CONFORMS IN FORM, SCOPE, AND CONTENT TO THE CITY'S MINIMUM NON-DISCRIMINATION AND NON-RETALIATION POLICIES, AS SET FORTH HEREIN, **OR** THIS NON-DISCRIMINATION AND NON-RETALIATION POLICY, WHICH HAS BEEN ADOPTED BY THE CONTRACTOR FOR ALL PURPOSES (THE FORM OF WHICH HAS BEEN APPROVED BY THE CITY'S EQUAL EMPLOYMENT/FAIR HOUSING OFFICE), WILL BE CONSIDERED THE CONTRACTOR'S NON-DISCRIMINATION AND NON- RETALIATION POLICY WITHOUT THE REQUIREMENT OF A SEPARATE SUBMITTAL.

C. Sanctions:

Our firm understands that non-compliance with Chapter 5-4 and the City's Non-Retaliation Policy may result in sanctions, including termination of the contract and suspension or debarment from participation in future City contracts until deemed compliant with the requirements of Chapter 5-4 and the Non-Retaliation Policy.

D. Term:

The Contractor agrees that this Non-Discrimination and Non-Retaliation Certificate of the Contractor's separate conforming policy, which the Contractor has executed and filed with the Owner, will remain in force and effect for one year from the date of filing. The Contractor further agrees that, in consideration of the receipt of continued Contract payment, the Contractor's Non-Discrimination and Non-Retaliation Policy will automatically renew from year-to-year for the term of the underlying Contract.

END



FORM 3B APPENDIX A OF TITLE VI ASSURANCES

Solicitation Number :

Project Name :

During the performance of this contract, the contractor (hereinafter includes consultants), for itself, its assignees, and successors in interest (hereinafter referred to as the "contractor") agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

1. Compliance with Regulations: The contractor (hereinafter includes Consultants) will comply with the Acts and the Regulations relative to Nondiscrimination in Federally- assisted programs of the Department of Transportation, the Federal Highway Administration, as they may be amended from time to time, which are herein incorporated by reference and made a part of this contract.
2. Nondiscrimination: The contractor, with regard to the work performed by it during the contract, shall not discriminate on the grounds of race, color, or national origin in the selection and retention of subcontractors, including procurements of materials and leases of equipment. The contractor will not participate either directly or indirectly in the discrimination prohibited by the Acts and the Regulations, including employment practices when the contract covers any activity, project, or program set forth in Appendix B of 40 C.F.R. part 21.
3. Solicitations for Subcontracts, Including Procurements of Materials and Equipment: In all solicitations either by competitive bidding or negotiation made by the contract for work to be performed under a subcontract, including procurements of materials or leases of equipment, each potential subcontractor or supplier shall be notified by the contractor of the contractor's obligations under this contract and the Acts and the Regulations relative to Nondiscrimination on the grounds of race, color, or national origin.
4. Information and Reports: The contractor shall provide all information and reports required by the Acts, the Regulations and directives issued pursuant thereto, and will permit access to its book, records, accounts, other sources of information, and its facilities as may be determined by the Recipient or the Federal Highway Administration to be pertinent to ascertain compliance with such Acts, Regulations, and instructions. Where any information required of a contractor is in the exclusive possession of another who fails or refuses to furnish this information the contractor will so certify to the Recipient, or the Federal Highway Administration as appropriate, and will set forth what efforts it has made to obtain the information.
5. Sanctions for Noncompliance: In the event of the contractor's noncompliance with the nondiscrimination provisions of this contract, the Recipient will impose such contract sanctions as it or the Federal Highway Administration may determine to be appropriate, including, but not limited to:

(a) withholding of payments to the contractor under the contract until the contractor complies, and or

(b) cancelling, terminating or suspending a contract, in whole or in part.

6. Incorporation of Provisions: The contractor shall include the provisions of paragraphs one through six in every subcontract, including procurements of materials and leases of equipment, unless exempt by the Acts, the Regulations, and directives issued pursuant thereto. The contractor will take action with respect to any subcontract or procurement as the Recipient or the Federal Highway Administration may direct as a means of enforcing such provisions including sanctions for non-compliance: Provided, that if a contractor becomes involved in, or is threatened with, litigation with a subcontractor or supplier because of such direction, the contractor may request the Recipient to enter into any litigation to protect the interests of the Recipient. In addition, the contractor may request the United States to enter into the litigation to protect the interests of the United States. (DOT 1050.2A, Updated DOT Standard Title VI Assurances and Non-Discrimination Provisions 10/22/2013.)

END



FORM 3C

APPENDIX E OF TITLE VI ASSURANCES

Solicitation Number:

Project Name:

During the performance of this contract, the contractor (hereinafter includes consultants), for itself, its assignees, and successors in interest (hereinafter referred to as the “contractor”) agrees to comply with the following nondiscrimination statutes and authorities; including but not limited to:

Pertinent Nondiscrimination Authorities:

1. Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq., 78 stat. 252), (prohibits discrimination on the basis of race, color, national origin); and 49 C.F.R. Part 21.
2. The Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, (42 U.S.C. § 4601), (prohibits unfair treatment of persons displaced or whose property has been acquired because of Federal or Federal-aid programs and projects);
3. Federal-Aid Highway Act of 1973, (23 U.S.C. § 324 et seq.), (prohibits discrimination on the basis of sex);
4. Section 504 of the Rehabilitation Act of 1973, (29 U.S.C. § 794 et seq.), as amended, (prohibits discrimination on the basis of disability); and 49 C.F.R. Part 27;
5. The Age Discrimination Act of 1975, as amended, (42 U.S.C. § 6101 et seq.), (prohibits discrimination on the basis of age);
6. Airport and Airway Improvement Act of 1982, (49 U.S.C. § 4 71, Section 4 7123), as amended, (prohibits discrimination based on race, creed, color, national origin, or sex);
7. The Civil Rights Restoration Act of 1987, (PL 100-209), (Broadened the scope, coverage and applicability of Title VI of the Civil Rights Act of 1964, The Age Discrimination Act of 1975 and Section 504 of the Rehabilitation Act of 1973, by expanding the definition of the terms “programs or activities” to include all of the programs or activities of the Federal-aid recipients, subrecipients and contractors, whether such programs or activities are Federally funded or not);
8. Titles II and III of the Americans with Disabilities Act, which prohibit discrimination on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities (42 U.S.C. §§ 12131-12189) as implemented by Department of Transportation regulations at 49 C.F.R. parts 37 and 38;
9. The Federal Aviation Administration's Nondiscrimination statute (49 U.S.C. § 47123) (prohibits discrimination on the basis of race, color, national origin, and sex);

10. Executive Order 12898, Federal Actions to Address Environmental Justice in Minority Populations and Low-Income Populations, which ensures nondiscrimination against minority populations by discouraging programs, policies, and activities with disproportionately high and adverse human health or environmental effects on minority and low-income populations;
11. Executive Order 13166, Improving Access to Services for Persons with Limited English Proficiency, and resulting agency guidance, national origin discrimination includes discrimination because of limited English proficiency (LEP).
12. To ensure compliance with Title VI, you must take reasonable steps to ensure that LEP persons have meaningful access to your programs (70 Fed. Reg. at 74087 to 74100);
13. Title IX of the Education Amendments of 1972, as amended, which prohibits you from discriminating because of sex in education programs or activities (20 U.S.C. 1681 et seq).

(DOT 1050.2a, Updated DOT Standard Title VI Assurances and Non-Discrimination Provisions 10/22/2013)

END



FORM 4 CONSULTANT AVAILABILITY

Solicitation Number:

Project Name:

Entities submitting qualification statements, including prime firms and subconsultants, shall have adequate current staff (including professionals registered in applicable fields, other professionals, and technicians) to competently and efficiently perform the work. The prime firm and subconsultants must commit that staff proposed in this submittal will be available to perform the proposed work within the anticipated project schedule.

In addition, prime firms who list individuals in Consideration Item 4 - Experience of Key Personnel must commit

that those individuals are indeed employed by the prime firm and are not contracted employees. Prime firms who use an affiliated firm to hire staff on behalf of the prime firm must inform the City of this fact in its executive summary and explain the affiliated relationship involved between the two firms.

I hereby certify that our staff and the staff of our subconsultants proposed in this submittal are available to perform the proposed work in a competent and efficient manner. In the event an individual proposed in this submittal is not available, I understand that after contract award we will be required to submit a change request with an individual equally or more qualified, which is subject to review and approval by the City. In the event the City does not approve the change request, I understand our firm will no longer be awarded the contract.

I hereby certify that the individuals listed in Consideration Item 4 - Experience of Key Personnel are employed by the prime firm and are not contracted employees.

END



FORM 5 STATEMENT OF CONTRACT EXECUTION

Solicitation Number:

Project Name:

Entities submitting qualification statements shall be prepared to be responsive to City staff following Council award in providing documents required for contract execution, including but not limited to insurance, hourly rate information, and non-discrimination policy. The prime firm must commit to meeting schedules and deadlines set by City staff in order to execute the contract in a timely manner.

We anticipate contract execution on or before .

I hereby certify that following Council award, our firm will be responsive to City staff in submitting the required documents by the deadlines set forth by City staff. I understand that if we do not meet this requirement, contract negotiations will cease. I also understand if we do not submit this completed form with our Statement of Qualifications, we may be deemed non-responsive.

END



FORM 6 EXPERIENCE OF PROJECT MANAGER

Solicitation Number:

Project Name:

Firm Name:	
*Name of Project Manager:	
Current Years of Experience:	
Registration Number:	
Year of Registration:	

***[If licensed, list name as shown on registration with Texas Board of Professional Engineers (TBPE) or Texas Board of Architectural Examiners (TBAE)]**

(The following information is required for each project. Provide no more than one page per project. Refer to the Evaluation Criteria for the number of projects required and timeframe.)

Project 1	
Project Name/Location:	
Firm Name Work Performed Under:	
Year Completed:	
Construction Cost:	
Name of Client/Owner's Representative:	
Title of Client/Owner's Representative	
Address of Client/Owner's Representative:	
Phone number of Client/Owner's Representative:	
Project Description:	
Work performed by Individual:	

Project 2	
Project Name/Location:	
Firm Name Work Performed Under:	
Year Completed:	
Construction Cost:	
Name of Client/Owner's Representative:	
Title of Client/Owner's Representative	
Address of Client/Owner's Representative:	
Phone number of Client/Owner's Representative:	
Project Description:	
Work performed by Individual:	

Project 3	
Project Name/Location:	
Firm Name Work Performed Under:	
Year Completed:	
Construction Cost:	
Name of Client/Owner's Representative:	
Title of Client/Owner's Representative	
Address of Client/Owner's Representative:	
Phone number of Client/Owner's Representative:	
Project Description:	
Work performed by Individual:	

(add additional pages as necessary)



FORM 7 EXPERIENCE OF PROJECT PROFESSIONAL

Solicitation Number:

Project Name:

Firm Name:	
*Name of Project Architect	
Current Years of Experience:	
Registration Number:	
Year of Registration:	

***[List name as shown on registration with Texas Board of Professional Engineers (TBPE) or Texas Board of Architectural Examiners (TBAE)]**

(The following information is required for each project. Provide no more than one page per project. Refer to the Evaluation Criteria for the number of projects required and timeframe.)

Project 1	
Project Name/Location:	
Firm Name Work Performed Under:	
Year Completed:	
Construction Cost:	
Name of Client/Owner's Representative:	
Title of Client/Owner's Representative:	
Address of Client/Owner's Representative:	
Phone number of Client/Owner's Representative:	
Project Description:	
Work performed by Individual:	

Project 2	
Project Name/Location:	
Firm Name Work Performed Under:	
Year Completed:	
Construction Cost:	
Name of Client/Owner's Representative:	
Title of Client/Owner's Representative:	
Address of Client/Owner's Representative:	
Phone number of Client/Owner's Representative:	
Project Description:	
Work performed by Individual:	

Project 3	
Project Name/Location:	
Firm Name Work Performed Under:	
Year Completed:	
Construction Cost:	
Name of Client/Owner's Representative:	
Title of Client/Owner's Representative:	
Address of Client/Owner's Representative:	
Phone number of Client/Owner's Representative:	
Project Description:	
Work performed by Individual:	

(add additional pages as necessary)



FORM 8 EXPERIENCE OF PROJECT PRINCIPAL

Solicitation Number:

Project Name:

Firm Name:	
Project Principal	
Current Years of Experience	

(The following information is required for each project. Provide no more than one page per project. Refer to the Evaluation Criteria for the number of projects required and timeframe.)

Project 1	
Project Name/Location:	
Firm Name Work Performed Under:	
Year Completed:	
Construction Cost:	
Name of Client/Owner's Representative:	
Title of Client/Owner's Representative:	
Address of Client/Owner's Representative:	
Phone number of Client/Owner's Representative:	
Project Description:	
Work performed by Project Principal:	

Project 2	
Project Name/Location:	
Firm Name Work Performed Under:	
Year Completed:	
Construction Cost:	
Name of Client/Owner's Representative:	
Title of Client/Owner's Representative:	
Address of Client/Owner's Representative:	
Phone number of Client/Owner's Representative:	
Project Description:	
Work performed by Project Principal:	

Project 3	
Project Name/Location:	
Firm Name Work Performed Under:	
Year Completed:	
Construction Cost:	
Name of Client/Owner's Representative:	
Title of Client/Owner's Representative:	
Address of Client/Owner's Representative:	
Phone number of Client/Owner's Representative:	
Project Description:	
Work performed by Project Principal:	

(add additional pages as necessary)



FORM 9 PRIME FIRM'S COMPARABLE PROJECT EXPERIENCE

Solicitation Number:

Project Name:

Firm Name:

(The following information is required for each project. Provide no more than one page per project. Refer to the Evaluation Criteria for the number of projects required and timeframe.)

Project 1	
Project Name/Location:	
Date Completed: Month/Year:	
Client or Owner's Representative	
Construction Cost:	
Project Description:	
Services Provided:	

Project 2	
Project Name/Location:	
Date Completed: Month/Year:	
Client or Owner's Representative	
Construction Cost:	
Project Description:	
Services Provided:	

Project 3	
Project Name/Location:	
Date Completed: Month/Year:	
Client or Owner's Representative	
Construction Cost:	
Project Description:	
Services Provided:	

(add additional pages as necessary)



FORM 10 MAJOR SCOPES OF WORK - COMPARABLE PROJECT EXPERIENCE

Solicitation Number:

Project Name:

Scope of Work:	
Firm Name:	

The following information is required for each project. Provide no more than one page per scope of work per firm. Refer to the Evaluation Criteria for the number of projects required and timeframe.

The City has identified Major Scopes of Work to be provided for this project, which are included in the Scope of Services. Each scope of work can be accomplished through subcontracting other firms or utilizing the prime firm. The City is interested in the history and success of the firm, or the firm's Key Personnel, proposed to perform the scope of work (subconsultant or prime), with projects of similar programs, budgets, and/or clients as the areas identified. In addition, City may consider history of firms, or firm's Key Personnel, in complying with project programs, schedules, and budgets based on previous City projects.

Project 1	
Project Name/Location:	
Date Completed: Month/Year:	
Name of Client or Owner's Representative	
Construction Cost:	
Project Description:	
Services Provided:	

Project 2	
Project Name/Location:	
Date Completed: Month/Year:	
Name of Client or Owner's Representative	
Construction Cost:	
Project Description:	
Services Provided:	

Project 3	
Project Name/Location:	
Date Completed: Month/Year:	
Name of Client or Owner's Representative	
Construction Cost:	
Project Description:	
Services Provided:	

(add additional pages as necessary)