



Travis County Commissioners Court Agenda Request

Meeting Date: September 2, 2014

Prepared By/Phone Number: J. Lee Perry, Marvin Brice, CPPB, x49700

Elected/Appointed Official/Dept. Head: Cyd Grimes, C.P.M., CPPO

Commissioners Court Sponsor: Judge Biscoe

Agenda Language: Approve contract awards for Professional Services Pool, (Title, Appraisal and Land Use Planning) RFQ # Q1406-004-LP, to the following qualified firms:

Title Services (2 Total)

- a. 4400002180 Capstone Title
- b. 4400002181 Independence Title

Land Use Planning Services (5 Total)

- c. 4400002175 Hutson Land Planners
- d. 4400002176 Land Strategies, Inc
- e. 4400002177 SEC Planning, LLC
- f. 4400002178 Site Specifics
- g. 4400002179 Paul Hornsby & Co.

Appraisal Services (8 Total)

- h. 4400002157 Aegis Group, Inc.
- i. 4400002158 Allegiant Group, PLLC
- j. 4400002159 AR/WS Appraisal, L.P.
- k. 4400002170 Atrium Real Estate Services
- l. 4400002171 CBRE, Inc.
- m. 4400002172 Paul Hornsby & Co.
- n. 4400002173 Integra Realty Resources
- o. 4400002174 NVG

- **Purchasing Recommendation and Comments:** Purchasing concurs with the departments and recommends approval of requested action. This procurement action meets the compliance requirements as outlined by the statutes.

AGENDA REQUEST DEADLINE: All agenda requests and supporting materials must be submitted as a pdf to agenda@co.travis.tx.us by Tuesdays at 5:00 p.m. for the next week's meeting.

- Fifteen (15) qualification statements were received on July 10, 2014 in response to RFQ # Q1406-004-LP, Professional Services Pool for Title, Land Use Planning and Appraisal Services. Qualification Statements were reviewed by Transportation and Natural Resources (TNR), and overall all firms met the minimum qualifications. The Purchasing Agent recommends contract award to all fifteen (15) firms.

Firms will be selected by the user department on a “case by case” basis depending on the highest qualified firm, based upon the nature of the work. This will establish a county-wide “pool” of Professional Services, including; Title, Appraisal and Land Use Planning for use on County projects.

- **Contract Expenditures:** Within the last 12 months N/A has been spent for these services under existing contracts.

- **Contract-Related Information:**

Award Amount: N/A

Contract Type: Professional Services

Contract Period: October 1, 2014 –September 30, 2018

- **Contract Modification Information: N/A**

Modification Amount:

Modification Type:

Modification Period:



Solicitation-Related

Information:

Solicitations Sent: 55

Responses Received: 15

HUB Information: Yes

% HUB Subcontractor: N/A*

*It is not possible with any accuracy to determine the % of HUB Subcontractor participation prior to contractors being selected to provide their services for particular projects.

➤ **Special Contract Considerations: N/A**

- Award has been protested; interested parties have been notified.
- Award is not to the lowest bidder; interested parties have been notified.
- Comments:

➤ **Funding Information: N/A as Funding to be identified on each individual project.**

- Funds Reservation in SAP:
- Cost Center(s):
- Comments:



Travis County
Transportation & Natural Resources
700 Lavaca Street, 5th Floor
Travis County Administration Building
PO Box 1748
Austin, Texas 78767

MEMORANDUM

DATE: August 5, 2014

TO: Mr. J. Lee Perry, Purchasing Agent Assistant IV
Travis County Purchasing Office

FROM: Greg Chico, TNR, Right-of-Way Manager 

RE: Submittals and Proposals for Professional Services Contracts

As we have recently discussed, I have reviewed the numerous submittals provided to Travis County in response to the Purchasing Department's Request for Qualifications for Professional Services. As you know, services sought by the County – and the Transportation and Natural Resources Department – are:

- 1) Appraisal (to include Appraisal Review)
- 2) Land Use Planning
- 3) Title Insurance

All of the submissions received by me meet the minimum qualifications established for these contracts. Specifically, the following firms (and categories) are deemed sufficient:

APPRAISAL SERVICES (8 total)

- Aegis Group, Inc. (John Coleman)
- Allegiant
- ARWS
- Atrium Real Estate Services (Lory Johnson)
- CBRE (Coldwell Banker)
- Paul Hornsby & Co. (Paul Hornsby)
- Integra
- NVG

LAND USE PLANNING SERVICES (5 total)

- Hutson Land Planners
- Land Strategies
- SEC Planning
- Site Specifics
- Paul Hornsby & Co. (Paul Hornsby)

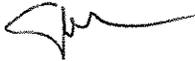
TITLE INSURANCE SERVICES (2 total)

- Capstone Title
- Independence Title

Thanks for your assistance in working on the proposed contracts, and in securing acceptable responses. At this juncture, TNR would appreciate your action(s) to put appropriate contracts in place with the qualified firms as outlined herein.

If you have any questions, concerns or need additional information, please contact me at ext. 44659.

copy: Steve Manilla, P.E., County Executive

A handwritten signature in black ink, appearing to be "Steve Manilla", written below the typed name.