



City of San Antonio

Contract Summary Sheet

Date: 2/15/2018
Agenda Item: 18-1322

Name/Title (Caption as shown on agenda): Annual Contract for Lease and Maintenance of Interior Plants for San Antonio International Airport 6100009642 MFB	
Brief Description of Item(s) and Use: The City of San Antonio, Aviation Department seeks to enhance the customer experience at the San Antonio International Airport terminals and in the new consolidated rental car facility with the addition of live plants. The plants, and associated planters/materials, will be leased under a contract which will also provide for their long term care and maintenance. With expert, third-party care which includes replacement of any declining plants, the contract will ensure the desired customer experience enhancement is achieved.	
Total \$:	One time Initial Lease Fee \$33,691.00 and \$19,709.04 annually for maintenance; \$132,236.20 contract period
Contract Period:	Upon award through June 30, 2021 with two, one year renewal options
Method of Procurement:	Competitive (3 bids received)
Price Trend:	New Contract – No price history available
Contract Info:	Formal ___ Annual <u>X</u> Support/Maintenance ___ Lease ___
Recommended Contractor(s):	Green Oasis, LLC, 155 Remount, San Antonio, TX 78218 (Local)
Previous Contractor(s):	N/A
Comments:	On December 4, 2017, the City of San Antonio published the Intent to Award to Green Oasis, LLC. On 12/13/2017, Plant Interscapes submitted a protest by email regarding the contract term that was used as the basis for award. The complainant indicated that their bid was lowest if calculated on the 3-year base term. On 12/22/2017, City responded by explaining that pricing was appropriately evaluated over the entire 5-year contract term to determine the low bidder. In addition, the complainant claimed the successful bidder had bid as purchase instead of lease as specified. The City's response indicated that the successful bidder made no exceptions to the bid terms and conditions; as such, their bid was compliant with City's specified lease terms. Appeal to CFO was required by 12/27/2017; none has been received as of 1/8/2018.
Anticipated Future Requirements and Action:	N/A

Procurement Alternative:	Should this contract not be approved, the Aviation Department would not be able to lease plants. In absence of leased plants, Aviation would need to purchase plants and all the associated planters and materials, maintain them with internal resources, and replace aged, damaged or unsightly plants over time. Because Aviation does not have existing resources to provide maintenance of interior plants and because such an arrangement does not shift the maintenance risk to a third-party, the purchase and self-maintenance option was rejected.
Using Department (s):	Aviation