



# City of San Antonio

## Legislation Details (With Text)

**File #:** 17-6447

**Type:** Staff Briefing - Without Ordinance

**In control:** Audit and Accountability Committee

**On agenda:** 11/29/2017

**Title:** Annual Contract for Landscaping Services [Lori Houston, Assistant City Manager; Ramiro Salazar, Director, Library]

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
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### CITY OF SAN ANTONIO FINANCE DEPARTMENT Interdepartmental Correspondence

**TO:** Sheryl Sculley, City Manager

**FROM:** Troy Elliott, CPA, Deputy Chief Financial Officer, Finance Department  
Kevin Barthold, City Auditor

**COPIES:** Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Norbert Dziuk, Procurement Operations Lead; Russell J. Handy, Aviation Director; Ramiro S. Salazar, Library Director

**SUBJECT:** Consideration of Completed High Profile Solicitations

**DATE:** December 5, 2017

The following high profile projects have completed the solicitation process. These items are presented to the Audit and Accountability Committee for review prior to full City Council for consideration.

**Annual Contract for Landscaping Services (Library)** - Department issued a Request for Competitive Sealed Proposals to provide the Library with a contract for mowing and landscaping services at 27 library locations and irrigation maintenance and related services at 18 library locations. The contract also includes the Marquee area of Mission Library as managed by the World Heritage Office.

- Solicitation Type: RFCSP
- Number of Respondents: 6 (2 nonresponsive)
- Contract Value: \$1.71 Million
- Number of Contracts Awarded: 1
- Term of Contract: 3 years with 2, 1 year options
- Council Consideration: January 11, 2018

- Evaluation Criteria:
  - Experience, Background, Qualifications - 20 points
  - Proposed Plan - 35 points
  - Price/Compensation - 25 points
  - SBEDA - 20 points (10 points ESBE Prime; 10 points MWBE Prime)
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable
- SBEDA Subcontracting Requirements: 20% MWBE
- Voting Committee Members:
  - Kathy Donellan, Assistant Director, Library
  - Mark Jenkins, Library Facilities Manager, Library
  - Kate Gray, Public Service Administrator, Library
  - Ron Griego, Facilities Administrator, BES
  - Cathy Justice, Horticulturist, Parks

<b>RFCSP 17-079, 6100008870 A/C for Landscape Services - SAPL Score Summary</b>	<b>Maximum Points</b>	<b>Firm 1</b>	<b>Firm 2</b>
<b>A - Experience, Background, Qualifications</b>	<b>20</b>	<b>20.00</b>	<b>10.40</b>
<b>B - Proposed Plan</b>	<b>35</b>	<b>30.00</b>	<b>16.00</b>
<b>C - Price</b>	<b>25</b>	<b>23.56</b>	<b>25.00</b>
<b>D - ESBE Prime Contract Program</b>	<b>10</b>	<b>0.00</b>	<b>0.00</b>
<b>D - M/WBE Prime Contract Program</b>	<b>10</b>	<b>0.00</b>	<b>0.00</b>
<b>TOTAL SCORE</b>	<b>100</b>	<b>73.56</b>	<b>51.40</b>
<b>RANK BASED ON TOTAL SCORE</b>		<b>1</b>	<b>2</b>

Due diligence conducted for the respondents to the above solicitations included a search of federal and state debarment lists, prohibited political contributions, conflicts of interest, delinquent City/County taxes, outstanding payments to the City, payment of state franchise fees as well as a search of the internet for pertinent business information. No findings were noted that would prevent the City from awarding to the selected vendors.

Staff recommends committee approval to proceed with scheduling these items for full City Council consideration.