



City of San Antonio

Agenda Memorandum

File Number:18-3950

Agenda Item Number: 4.

Agenda Date: 6/19/2018

In Control: Audit and Accountability Committee

CITY OF SAN ANTONIO FINANCE DEPARTMENT Interdepartmental Correspondence

TO: Sheryl Sculley, City Manager

FROM: Troy Elliott, CPA, Deputy Chief Financial Officer

COPIES: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Norbert Dziuk, Procurement Operations Lead; Russell J. Handy, Director, Aviation Department, Xavier Urrutia, Director, Parks and Recreation Department

SUBJECT: Consideration of High Profile Solicitations for Release

DATE: June 19, 2018

The following high profile solicitation is scheduled to be released within the next month:

Mowing Services for Parks and Recreation Department: The Parks and Recreation Department is seeking contractor (s) to provide mowing services of various City Parks, trail heads, greenway trails and sports fields throughout the City. Mowing services include, but are not limited to mowing, edging, trimming, sweeping and leaf/debris blowing. Services will be completed according to an established schedule within seven (7) sectors throughout the City, at over 230 sites totaling approximately 2,700 acres. The City will evaluate proposals on a per sector basis.

Project Solicitation:

Department: Parks and Recreation
Solicitation Type: RFSCP
Estimated Value: \$12 Million
Proposed Term: 3 years with 2, 1-year options
Release Date: June 22, 2018
Closing Date: July 27, 2018
Proposed Council Date: October 4, 2018
Contact Information: Xavier Urrutia, Director, Parks and Recreation Department
Evaluation Criteria: Experience, Background, Qualifications: 30 points
Proposed Plan: 30 points
Price: 20 points
SBEDA Program: 20 points (10 points SBE Prime / 10 points M/WBE Prime)
and Mentorship requirement
Subcontracting: Not Applicable

Local Preference Program: Not Applicable

Veteran Owned Small Business Preference Program: Not Applicable

Voting Members: Maria Villagomez, Assistant City Manager, City Manager's Office
Homer Garcia III, Assistant Director, Parks and Recreation
Grant Ellis, Natural Resources Manager, Parks and Recreation
Michael Baldwin, Parks Manager, Parks and Recreation
Justin Krobot, Superintendent, Watershed and Park Operations, San Antonio River Authority