



City of San Antonio

Agenda Memorandum

File Number:19-3300

Agenda Item Number: 4.

Agenda Date: 4/16/2019

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
DEVELOPMENT SERVICES DEPARTMENT
INTERDEPARTMENTAL CORRESPONDENCE**

TO: Erik Walsh, City Manager

FROM: Michael Shannon, PE, CBO, Director, Development Services Department

COPY: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; Troy Elliott, CPA, Deputy Chief Financial Officer; Roderick Sanchez, AICP, Assistant City Manager

SUBJECT: Consideration of High Profile Solicitation for Release

DATE: April 16, 2019

Vacant Lot Abatement Services - The Development Services Department is seeking qualified contractors for vacant lot abatement services city wide. Once the contracts are executed, specific projects will be identified and may be performed under this contract on an “as-needed” basis. The contractors will be expected to furnish all labor, equipment and materials to mow grass and weeds and remove all brush, rubbish, rocks, bricks, and trash as required on vacant lots identified by the City. No volume of work under the contract is guaranteed.

Department:	Development Services
Solicitation Type:	Request for Proposals
Estimated Value:	\$3.5 Million
Proposed Term:	1 year with 4, 1 year options
Release Date:	April 22, 2019
Closing Date:	June 5, 2019
Proposed Council Date:	August 29, 2019
Contact Information:	Michael Shannon, Director, Development Services
Evaluation Criteria:	Experience, Background, Qualifications: 30 points
	Proposed Plan: 25 points
	Price: 10 points
	SBEDA Program: 20 points (SBE - 10 points / MWBE - 10 points)
	Local Preference Program: 10 points
	Veteran Owned Small Business Preference Program: 5 points

SBEDA Subcontracting

Requirements: None

Voting Members: Roderick Sanchez, Assistant City Manager, City Manager's Office

Michael Shannon, Director, Development Services

Amin Tohmaz, Deputy Director, Development Services

Phil Laney, Senior Special Projects Manager, Development Services

Michael Uresti, Development Services Manager, Development Services

Michael J. Baldwin, Parks & Recreation Manager, Parks & Recreation Department