



# City of San Antonio

## Agenda Memorandum

**File Number:**19-6836

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**Agenda Item Number:** 5.

**Agenda Date:** 9/17/2019

**In Control:** Audit and Accountability Committee

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

**TO:** Erik Walsh, City Manager

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

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

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

**DATE:** September 17, 2019

The following high profile project has completed the proposal request process. The item is presented to the Audit and Accountability Committee for review prior to full City Council for consideration.

**Vacant Lot Abatement Services** - The City of San Antonio, Development Services Department requested proposals from respondents to provide Vacant Lot Abatement Services. No volume of work under this contract is guaranteed. Once the contract is executed, specific projects will be identified and may be performed under this contract on an “as-needed” basis. The contractors will furnish all labor, equipment and materials to mow grass and weeds and remove all brush, rubbish, rocks, bricks, and trash as required on vacant lot identified by the City. The City will issue contracts to multiple respondents that provide City-wide services at the best value for the City.

- Solicitation Type: Request for Proposals
- Contract Value: \$3.5 Million
- Term of Contract: 1 year with 4, 1 year options
- Number of Respondents: 7
- Contracts to be Awarded: 6
- Council Consideration: October 3, 2019
- Evaluation Criteria
  - Experience, Background, Qualifications: 30 points

- Proposed Plan: 25 points
- Price: 10 points
- SBEDA Program: 20 points (SBE Prime - 10 points; MWBE Prime - 10 points)
- Local Preference Program: 10 points
- Veteran Owned Small Business Preference Program: 5 points
- Voting Committee Members:
  - Roderick Sanchez, AICP, Assistant City Manager, City Manager's Office
  - Amin Tohmaz, PE, CBO, Deputy Director, Development Services Department
  - Phil Laney, Senior Special Projects Manager, Development Services Department
  - Danny Liguez, Development Services Manager, Development Services Department
  - Michael Baldwin, Parks and Recreation Manager, Parks and Recreation Department

RFP for Vacant Lot Abatement Services (19-053; 6100011374)  Score Summary FINAL EVALUATION Friday, August 30, 2019	Maximum Points	Vendor 1	Vendor 2	Vendor 3	Vendor 4	Vendor 5	Vendor 6	Vendor 7
A - Experience, Background, Qualifications	30	26.20	22.40	21.60	23.80	21.80	22.40	2.60
B - Proposed Plan	25	22.80	19.60	19.00	20.40	18.40	18.60	3.80
A - B Sub-Total	55	49.00	42.00	40.60	44.20	40.20	41.00	6.40
C - Price	10	8.36	10.00	8.36	8.36	8.36	8.39	8.36
D - Small Business Economic Development Advocacy Program	20	20.00	20.00	20.00	0.00	0.00	0.00	20.00
E - Local Preference Program	10	10.00	10.00	10.00	10.00	10.00	0.00	0.00
F - Veteran-Owned Small Business Preference Program	5	0.00	0.00	0.00	0.00	0.00	0.00	0.00
TOTAL SCORE	100	87.36	82.00	78.96	62.56	58.56	49.39	34.76
RANK BASED ON TOTAL SCORE		1	2	3	4	5	6	7

Due diligence conducted for the respondents to the above proposal 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 that would prevent the City from awarding to the selected vendors.

Staff recommends committee approval to proceed with scheduling this item for full City Council consideration.