



City of San Antonio

Agenda Memorandum

File Number:20-4357

Agenda Item Number: 6.

Agenda Date: 8/20/2020

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Annual Contract for Landscape and Irrigation System Services for San Antonio International Airport

SUMMARY:

An ordinance for acceptance of a contract with Cantu Contracting, Inc., to provide routine landscape, mowing, and irrigation maintenance at the San Antonio International Airport for a cost of \$70,000.00 annually. Funding for this contract is available from in the FY 2021 Airport Operating and Maintenance Fund Proposed Budget, and funding for subsequent fiscal years is subject to City Council approval of the annual budget.

BACKGROUND INFORMATION:

Submitted for City Council consideration and action is a proposal submitted by Cantu Contracting, Inc. to provide routine landscape, mowing, and irrigation maintenance at the San Antonio International Airport. These services are required to establish a landscape and irrigation maintenance and repair program that will ensure the appearance of the grounds are attractive and orderly while maintaining the functionality of the irrigation system.

The City issued a Request for Competitive Sealed Proposals (RFCSP) for “Annual Contract for Landscape and Irrigation System Services for the San Antonio International Airport” (RFCSP 6100012390) on February 14, 2020 with a submission deadline of March 16, 2020. Six proposals were received and deemed eligible for evaluation. Cantu Contracting, Inc. is recommended for contract award based on the City’s standard RFCSP evaluation process.

The evaluation committee consisted of representatives from the Aviation Department and Center City Development and Operations. The Finance Department, Purchasing Division assisted by ensuring compliance

with City procurement policies and procedures. The evaluation of each proposal was based on a total of 100 points: 30 points allotted for experience, background, qualifications; 30 points allotted for proposed plan; and 20 points allotted for respondent's price schedule. Ten preference points were allotted for the Small Business Economic Development Advocacy Program, SBE Prime Contractor Program Affirmative Procurement Initiative, and ten preference points allotted for the M/WBE Prime Contractor Program Affirmative Procurement Initiative. Additional categories of consideration included references and financial qualifications.

The initial term of the agreement shall be October 1, 2020 through September 30, 2023. Two additional one-year renewals at the City's option shall also be authorized by this ordinance.

ISSUE:

This contract will provide routine landscape and mowing services according to an established schedule for the San Antonio International Airport. Services shall include, but are not limited to, mowing, edging, trimming, leaf/debris blowing and sweeping, as well as irrigation system maintenance and repair. The contractor shall provide all labor, equipment, tools, and materials to perform services. The contract will ensure that airport grounds are attractive, and the irrigation system functions efficiently.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program. Cantu Contracting, Inc. is a small, minority-owned firm that received twenty evaluation preference points as they are located within the San Antonio Metropolitan Statistical Area.

This award is an exception to the Local Preference Program.

The Veteran-Owned Small Business Preference Program does not apply to non-professional service contracts, so no preference was applied to this contract.

ALTERNATIVES:

Should this contract not be approved, Aviation Department may be required to process individual procurements on an as needed basis thus effecting the appearance of the San Antonio International Airport, or use Aviation staff to perform the work which may result in overtime and /or reduced staff for other duties.

FISCAL IMPACT:

An ordinance for acceptance of a contract with Cantu Contracting, Inc., to provide routine landscape, mowing, and irrigation maintenance at the San Antonio International Airport for a cost of \$70,000.00 annually. Funding for this contract is available from in the FY 2021 Airport Operating and Maintenance Fund Proposed Budget, and funding for subsequent fiscal years is subject to City Council approval of the annual budget.

RECOMMENDATION:

Staff recommends approval of an ordinance for acceptance of a contract with Cantu Contracting, Inc., to provide routine landscape, mowing, and irrigation maintenance at the San Antonio International Airport for a cost of \$70,000.00 annually.

This contract was procured by competitive sealed proposal and a contracts disclosure form is required.