



City of San Antonio

Agenda Memorandum

File Number:21-1066

Agenda Item Number: 5.

Agenda Date: 2/11/2021

In Control: City Council A Session

DEPARTMENT: Finance

DEPARTMENT HEAD: Troy Elliott

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Annual Contract for Citywide Landscaping

SUMMARY:

This ordinance authorizes a contract with Due Amicis, Inc. dba Green Landscaping in the estimated amount of \$143,880.00 annually to provide landscaping services and monthly preventative irrigation maintenance and repair services at various locations throughout the City. No funds will be encumbered by this ordinance. Funding is available from the respective departments Operating Budgets adopted by City Council.

BACKGROUND INFORMATION:

Submitted for Council consideration and action is the proposal submitted by Due Amicis Inc. dba Green Landscaping to provide landscaping services and monthly preventative irrigation maintenance and repair services at twenty-five locations for the Solid Waste Management Department, Center City Development And Operations Department, San Antonio Fire Department, Neighborhood & Housing Services Department, San Antonio Metro Health District, and Pre-K4SA. The landscaping services include, but are not limited to mowing, weeding, edging, trimming, leaf/debris blowing, litter removal, and sweeping. Services also include irrigation system repairs, monthly preventative irrigation maintenance and annual inspections. These services are required to ensure the aesthetically pleasing appearance of the grounds at various locations while maintaining the functionality of irrigation systems.

On July 29, 2020, the City issued a Request for Competitive Sealed Proposals (RFCSP) "Annual Contract for Citywide Landscaping" (RFCSP 20-079, RFx 6100012916) with a submission deadline of September 14, 2020.

Four proposals were received, and two proposals were deemed non-responsive for failure to meet the Small Business Economic Development Advocacy (SBEDA) AABE subcontracting goal. Two firms were deemed responsive and eligible for evaluation. Due Amicis, Inc. dba Green Landscaping was selected based on the City's standard RFCSP process.

The evaluation team consisted of representatives from the Solid Waste Management Department, Center City Development and Operations Department, San Antonio Fire Department, Neighborhood & Housing Services Department, San Antonio Metro Health District, and Pre-K4SA. The Finance Department, Purchasing Division assisted by ensuring compliance with City procurement policies and procedures. The evaluation of each proposal response was based on a total of 100 points; 30 points allotted for experience, background, qualifications; 30 points allotted for proposed plan; 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 evaluation committee met on December 2, 2020 to evaluate the two responsive proposals. After committee review and discussion, individual scores were submitted, and the aggregate scores were presented. After a recommendation for award was agreed upon by the selection committee, the pricing and SBEDA scores were revealed. Due Amicis, Inc. dba Green Landscaping received the highest ranking and was recommended for award by the evaluation committee.

The initial term of the agreement shall be April 1, 2021 through March 30, 2024. Two additional, one-year renewals at the City's option shall also authorized by this ordinance.

ISSUE:

This contract will provide the Solid Waste Management Department, Center City Development and Operations Department, San Antonio Fire Department, Neighborhood & Housing Services Department, San Antonio Metro Health District, and Pre-K4SA with landscaping services and monthly preventative irrigation maintenance and repair services at twenty-five locations. Additionally, this contract allows for the addition or deletion of locations utilizing unit pricing on a lot sized basis.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program, which requires contracts be reviewed by a Goal Setting Committee to establish a requirement and/or incentive unique to the particular contract in an effort to maximize the amount of small, minority, and women-owned business participation on the contract. The Goal Setting Committee applied the Small and Minority/ Women-Owned Business Enterprise Prime Contract Program with twenty (20) evaluation preference points and awarded ten (10) to Due Amicis Inc. dba Green Landscaping as they are a certified SBE firm located within the San Antonio Metropolitan Statistical Area. Additionally, Goal Setting Committee also set a 4% African American Business Enterprise (AABE) subcontracting goal. Due Amicis Inc. dba Green Landscaping has committed to meeting the subcontracting goal.

The contract is an exception to Local Preference Program.

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

ALTERNATIVES:

Should this contract not be approved, Departments would be required to process individual procurements to provide landscaping and irrigation maintenance and repair services thus affecting the appearance of City facilities. These departments do not have the staff to perform these services in-house. Processing individual procurements will affect the cost of services due to non-contract pricing.

FISCAL IMPACT:

Funds are not encumbered by this ordinance. All expenditures will be in accordance with the Department's adopted budget approved by City Council. The estimated cost of this contract is \$143,880.00 annually. Funding is available from the respective departments Operating Budgets adopted by City Council.

RECOMMENDATION:

Staff recommends the approval of the contract with Due Amicis, Inc. dba Green Landscaping to provide landscaping services and monthly preventative irrigation maintenance and repair services at various City locations for an estimated annual cost of \$143,880.00.

This contract is procured by a Competitive Sealed Proposal and a Contracts Disclosure Form is required.