



City of San Antonio

Agenda Memorandum

File Number:21-1535

Agenda Item Number: 2.

Agenda Date: 2/16/2021

In Control: Audit and Accountability Committee

**CITY OF SAN ANTONIO
BUILDING & EQUIPMENT SERVICES DEPARTMENT
Interdepartmental Correspondence**

TO: Erik Walsh, City Manager

FROM: Jorge A. Perez, Director, Building & Equipment Services Department

COPIES: Audit and Accountability Committee; Ben Gorzell, Jr., CPA, Chief Financial Officer; Kevin Barthold, City Auditor; David W. McCary, Assistant City Manager; Troy Elliott, CPA, Deputy Chief Financial Officer; Ron Griego, Facilities Administrator Building and Equipment Services

SUBJECT: Consideration of High Profile Solicitation for Release

DATE: February 16, 2021

The following high profile solicitation is scheduled to be released this month.

Annual Contract for Landscape Maintenance & Irrigation Repair Services (BESD) - The City of San Antonio, Building and Equipment Services Department is seeking an annual contract for landscape and irrigation maintenance services. Services shall include, but not be limited to materials, expertise and tools required to perform landscaping, mowing, edging, string trimming, leaf/debris blowing, sweeping, hand weeding, shrub pruning, raking, removal of leaves, fallen branches and general landscape and irrigation maintenance and repair services.

Department: Building & Equipment Services

Solicitation Type: Request for Competitive Sealed Proposals

Contract Value: \$1.85 million

Term of Contract: 3 years with 2, 1-year renewal options

Release Date: February 22, 2021

Closing Date: April 14, 2021

Proposed Council Date: June 17, 2021

Contact Information: Jorge A. Perez, Director, Building & Equipment Services Department

Evaluation Criteria: Experience, Background and Qualifications: 30 points

Proposed Plan: 30 points

Price: 20 points

SBE Prime Contract Program: 10 points

M/WBE Prime Contract Program: 10 points

SBEDA Requirements: 25% M/WBE Subcontracting Requirement

Local Preference Program: Not Applicable

Veteran Owned Small Business Program: Not Applicable

Voting Members: Ron Griego, Facilities Administrator, Building & Equipment Services Department
Juan Guerra, Senior Horticulturist, Center City Development & Operations Department
Charles Guerra, Assistant Manager, Parks and Recreation Department
Ross Hosea, Special Projects Manager, Parks and Recreation Department
Eric Teague, Facilities Coordinator, Department of Human Services
Sandy Jenkins, Parks & Recreation Manager, Parks and Recreation Department