



City of San Antonio

Agenda Memorandum

File Number:21-3507

Agenda Item Number: 4.

Agenda Date: 5/18/2021

In Control: Audit and Accountability Committee

**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 Solicitation

DATE: May 18, 2021

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

Dangerous Premises Abatement Lot Clearing and Securing of Structures - Development Services Department solicited proposals from multiple contractors for Dangerous Premises Abatement, Lot Clearing and Securing of Structures. When a premise or structure is declared a danger to the public's health and safety, the City may have the premises and structures cleared and/or secured at the owner's expense, pending further action to recover the City's costs. No volume of work under this contract is guaranteed. The contractor will furnish all labor, equipment and materials to clear debris and mow grass/weeds; remove all brush, rubbish, rocks, bricks, and trash; paint over graffiti, when necessary; secure accessible structures by attaching plywood to first floor doors and windows, when necessary and clear debris from structures as required on properties identified by the City.

Solicitation Type:	Request for Proposals
Contract Values:	\$2.2 Million
Term of Contracts:	1 year with 4, 1 year options
Number of Respondents:	6
Contracts to be Awarded:	5
Council Consideration:	June 3, 2021

Evaluation Criteria

Experience, Background, Qualifications: 35 points

Proposed Plan: 25 points

Price: 10 points

M/WBE Prime Contract Program: 10 points

SBE Prime Contract Program: 5 points

Local Preference Program: 10 points

Veteran Owned Small Business Preference Program: 5 points

Voting Members:

Roderick Sanchez, AICP, Assistant City Manager, City Manager's Office

Michael Shannon, Director, Development Services Department

Amin Tohmaz, PE, CBO, Deputy Director, Development Services Department

Michael Uresti, Development Services Manager, Development Services Department

Jenny Ramirez, Code Enforcement Manager, Development Services Department

Denise Hastings, Code Enforcement Supervisor, Development Services Department

Alice Guajardo, Code Enforcement Supervisor, Development Services Department

Department

RFP FOR DANGEROUS PREMISES ABATEMENT LOT CLEARING AND SECURING OF STRUCTURES (021-021; 6100013619) Score Summary *FINAL EVALUATION Friday, April 23, 2021	Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E	Vendor F
A - Experience, Background, Qualifications	35	34.14	31.71	28.29	30.00	19.71	6.29
B - Proposed Plan	25	24.71	23.00	20.29	21.71	12.86	4.86
C - Price	10	9.02	9.02	9.02	9.15	10.00	8.08
D - Small Business Economic Development Advocacy Program	15	15.00	15.00	15.00	0.00	15.00	15.00
E - Local Preference Program	10	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
TOTAL SCORE	100	92.87	88.73	82.60	70.86	57.57	34.23
RANK BASED ON TOTAL SCORE		1	2	3	4	5	6

*One evaluation meeting held with no interviews conducted.

Due diligence conducted for the respondents to the above solicitation 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 material findings were noted 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.