

**THIS IS A DRAFT AND WILL BE REPLACED BY THE FINAL,
SIGNED ORDINANCE ADOPTED BY THE CITY COUNCIL.**

ORDINANCE

APPROVING A CONTRACT WITH BURKETT ARBOR CARE LLC FOR TREE AND PALM TRIMMING, MAINTENANCE AND REMOVAL SERVICES ON AN AS NEEDED BASIS FOR THE PARKS AND RECREATION DEPARTMENT, BEGINNING UPON AWARD AND ENDING DECEMBER 31, 2026, WITH TWO ONE-YEAR RENEWAL OPTIONS FOR AN ESTIMATED ANNUAL COST OF \$265,000.00. FUNDING IN THE AMOUNT OF \$75,000.00 FOR THE REMAINDER OF FY 2024 IS AVAILABLE FROM THE PARKS ENVIRONMENTAL FUND. FUNDING FOR SUBSEQUENT YEARS IS CONTINGENT UPON CITY COUNCIL APPROVAL OF THE ANNUAL BUDGET.

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WHEREAS, the City released a Request for Competitive Sealed Proposals (RFCSP) for tree and palm trimming, maintenance and removal services on an as needed basis for the Parks and Recreation Department; and

WHEREAS, four proposals were received, of which one proposal was deemed non-responsive due to respondent's failure to submit the required solicitation documents and three were evaluated; and

WHEREAS, staff recommends Burkett Arbor Care LLC for award of a contract based on the City's standard RFCSP evaluation process; and

WHEREAS, approval of this ordinance will authorize a contract upon award through December 31, 2026, with the option for the City to renew for two additional, one-year periods, for an estimated annual cost of \$265,000.00, or an estimated total cost of \$1,328,000.00 for the entire contract term including renewal options; and

WHEREAS, all expenditures will be in accordance with the applicable fiscal year's budget approved by City Council; **NOW THEREFORE:**

BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF SAN ANTONIO:

SECTION 1. The proposal submitted by Burkett Arbor Care LLC to provide tree and palm trimming, maintenance and removal services on an as needed basis for the Parks and Recreation Department, beginning upon award through December 31, 2026, with the option for the City to renew for two additional, one-year periods, for an estimated total cost of \$1,328,000.00 for the

entire contract term including renewal options is hereby accepted, subject to and contingent upon the deposit of all required bonds, performance deposits, insurance certificates and endorsements. A copy of the Score Summary, contract and RFCSP is attached hereto and incorporated herein for all purposes as **Exhibit I**.

SECTION 2. Funds will be encumbered upon issuance of purchase orders, and payment is authorized to Burkett Arbor Care LLC. All expenditures will be in accordance with the Fiscal Year 2024 budget, and such other appropriations necessary to fund the contract through its term as evidenced by subsequent ordinances.

SECTION 3. The financial allocations in this ordinance are subject to approval by the Deputy Chief Financial Officer, City of San Antonio. The Deputy Chief Financial Officer may, subject to concurrence by the City Manager or designee, correct allocations to specific SAP Fund Numbers, SAP Project Definitions, SAP WBS Elements, SAP Internal Orders, SAP Fund Centers, SAP Cost Centers, SAP Functional Areas, SAP Funds Reservation Document Numbers, and SAP GL Accounts as necessary to carry out the purpose of this ordinance.

SECTION 4. This ordinance is effective immediately upon passage by eight or more affirmative votes; otherwise, it is effective on the tenth day after passage.

PASSED and APPROVED this ___ day of _____, 2024.

M A Y O R
Ron Nirenberg

ATTEST:

APPROVED AS TO FORM:

Debbie Racca-Sittre, City Clerk

Andrew Segovia, City Attorney