

Post-Solicitation Briefing for Vacant Lot Abatement Services



Audit Committee

Date: February 28, 2025

Presented by: Michael Shannon, PE, CBO – Director, Development Services

Project and Solicitation



The Development Services Department issued a solicitation to select up to 9 contractors for clearing and securing of structures on an “as needed” basis to:

- Mow and clear premises
 - Mow grass and weeds
 - Remove brush, rubbish, rocks, bricks and trash
 - Paint over graffiti
- Clear debris

Solicitation Type

- Request for Proposals (RFP)

Proposed Term

- 1 year with 4, 1-year options

Estimated Value

- \$640,000 annually
- \$3.2 million total

Funding Source

- General Fund

Current Contract Status

- Expires 10/17/2025

Recommended Award



FINAL SCORE MATRIX						
RFP for Vacant Lot Abatement Services (24-141; 6100018383) Score Summary *FINAL EVALUATION January 9, 2025	Maximum Points	Vendor A	Vendor B	Vendor C	Vendor D	Vendor E
A - Experience, Background and Qualifications	35	33.00	32.00	30.29	28.00	29.86
B - Proposed Plan	30	28.14	27.14	23.86	21.71	21.00
A - B Sub-Total	65	61.14	59.14	54.15	49.71	50.86
C - Price	10	9.26	9.26	9.26	9.26	9.26
D - SBEDA - SBE Prime Contract Program	5	5.00	5.00	0.00	0.00	0.00
E - SBEDA - M/WBE Prime Contract Program	5	5.00	5.00	0.00	0.00	0.00
F - Local Preference Program	10	10.00	10.00	10.00	10.00	0.00
G - Veteran-Owned Small Business Preference Program	5	0.00	0.00	0.00	0.00	0.00
TOTAL SCORE	100	90.40	88.40	73.41	68.97	60.12
RANK BASED ON TOTAL SCORE		1	2	3	4	5

Recommended Award



FINAL SCORE MATRIX						
RFP for Vacant Lot Abatement Services (24-141; 6100018383) Score Summary *FINAL EVALUATION January 9, 2025	Maximum Points	Vendor F	Vendor G	Vendor H	Vendor I	Vendor J
A - Experience, Background and Qualifications	35	13.57	22.57	21.14	18.57	9.57
B - Proposed Plan	30	13.14	19.57	17.29	18.86	8.71
A - B Sub-Total	65	26.71	42.14	38.43	37.43	18.28
C - Price	10	10.00	9.26	9.26	9.30	9.26
D - SBEDA - SBE Prime Contract Program	5	5.00	0.00	0.00	0.00	0.00
E - SBEDA - M/WBE Prime Contract Program	5	0.00	0.00	0.00	0.00	0.00
F - Local Preference Program	10	10.00	0.00	0.00	0.00	10.00
G - Veteran-Owned Small Business Preference Program	5	0.00	0.00	0.00	0.00	0.00
TOTAL SCORE	100	51.71	51.40	47.69	46.73	37.54
RANK BASED ON TOTAL SCORE		6	7	8	9	10

Recommended Award



FINAL SCORE MATRIX

RFP for Vacant Lot Abatement Services (24-141; 6100018383)	Maximum Points	Vendor K	Vendor L	Vendor M	Vendor O	Vendor P
Score Summary *FINAL EVALUATION January 9, 2025						
A - Experience, Background and Qualifications	35	9.29	9.00	8.14	12.00	9.29
B - Proposed Plan	30	8.71	8.43	8.71	9.57	8.43
A - B Sub-Total	65	18.00	17.43	16.85	21.57	17.72
C - Price	10	9.26	9.26	9.41	9.26	9.26
D - SBEDA - SBE Prime Contract Program	5	0.00	5.00	0.00	0.00	0.00
E - SBEDA - M/WBE Prime Contract Program	5	0.00	5.00	0.00	0.00	0.00
F - Local Preference Program	10	10.00	0.00	10.00	0.00	0.00
G - Veteran-Owned Small Business Preference Program	5	0.00	0.00	0.00	0.00	0.00
TOTAL SCORE	100	37.26	36.69	36.26	30.83	26.98
RANK BASED ON TOTAL SCORE		11	12	13	14	15

*One evaluation meeting held, and no interviews conducted.

Due Diligence



Finance and Auditor Departments – Due Diligence Results

Number of vendors notified:	803
Number of vendors at pre-submittal conference:	7
Number of responses received:	15
Results of Minimum Requirements Review	No Material Findings
Results of Due Diligence Review	No Material Findings



Thank You

Date: February 28, 2025

Presented by: Michael Shannon, PE, CBO – Director, Development Services