



# City of San Antonio

## Agenda Memorandum

**File Number:**  
**{{item.tracking\_number}}**

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**Agenda Item Number:** 4

**Agenda Date:** February 28, 2025

**In Control:** Audit Committee

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**DEPARTMENT:** Development Services Department

**DEPARTMENT HEAD:** Michael Shannon

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Post-Solicitation High Profile Briefing for Dangerous Premise Abatement Lot Clean and Securing of Structures

**SUMMARY:**

The Development Services Department solicited a Request for Proposals to select qualified contractors to provide Dangerous Premise Abatement Lot Clean and Securing of Structures services citywide. The contractors will furnish all labor, equipment and materials to clear debris and mow grass and weeds and 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, and when necessary, clear debris from structures as required on properties identified by the City. These contracts support specific projects which will be identified and performed on an “as-needed” basis. No volume of work under the contract is guaranteed.

**BACKGROUND INFORMATION:**

On January 9, 2024, a Request for Proposals (RFP) was released for Dangerous Premise Abatement Lot Clean and Securing of Structures. On March 5, 2024, two proposals were received, and both were deemed responsive to move forward for evaluation. Both proposals were evaluated on April 19, 2024, and were recommended for award by the evaluation committee. Recommendations for award of the contracts were presented to the Audit Committee on May 14, 2024, however, before presentation to Council for award of the contracts, negotiations failed with both respondents and Development Services Department chose to cancel and re-solicit the RFP.

On September 11, 2024, an RFP was released for Dangerous Premise Abatement Lot Clean and Securing of Structures services. The estimated total contract value is \$4,239,150 for an initial term of 1 year with 4, 1-year options to renew.

On November 21, 2024, eight proposals were received. One proposal response was deemed non-responsive for failure to submit required proposal documents. The remaining seven proposals were deemed responsive to move forward for evaluation. The evaluation committee representatives were John Peterek, Interim Assistant City Manager, City Manager's Office; Michael Shannon, Director, Development Services Department; Amin Tohmaz, Deputy Director, Development Services Department; Michael Uresti, Development Services Manager, Development Services Department; Alice Guajardo, Development Services Manager, Development Services Department; Danny Liguez, Code Enforcement Administrator, Development Services Department; Jenny Ramirez, Code Enforcement Manager, Development Services Department; and Alma Martinez-Jimenez, Assistant to the Director, Center City Development and Operations Department.

The evaluation committee met to discuss and score all seven responsive proposals on January 9, 2025. The committee recommended awarding the contract to the top five highest-ranked respondents.

This item is scheduled for Council consideration on March 20, 2025.

**ISSUE:**

For briefing purposes only.

**FISCAL IMPACT:**

For briefing purposes only.

**ALTERNATIVES:**

For briefing purposes only.

**RECOMMENDATION:**

Staff recommends approval to proceed with scheduling five contracts for City Council consideration to provide the Development Services Department with Dangerous Premise Abatement Lot Clean and Securing of Structures services for an estimated total value of \$4,239,150 for an initial 1 year term with 4, 1-year options to renew.