



City of San Antonio

Agenda Memorandum

File Number:
{{item.tracking_number}}

Agenda Item Number: 7

Agenda Date: September 10, 2024

In Control: Audit Committee

DEPARTMENT: Parks & Recreation Department

DEPARTMENT HEAD: Homer Garcia III

COUNCIL DISTRICTS IMPACTED: Citywide

SUBJECT:

Post-Solicitation High Profile item for Parks and Historical Cemeteries Mowing Services

SUMMARY:

The Parks and Recreation Department issued a solicitation for a contractor to provide mowing services for various City parks, trailheads, greenway trails, sports fields, and historic City cemeteries. The services must be completed across nine sectors throughout the City, encompassing over 200 sites totaling approximately 2,500 acres.

BACKGROUND INFORMATION:

On May 24, 2024, a Request for Competitive Sealed Proposals (RFCSP) was released for Parks and Historical Cemeteries Mowing Services. The estimated contract value is \$13,000,000 for 3 years with 2, 1-year options to renew.

On July 16, 2024, five proposals were received. Two proposals were deemed non-responsive for

failure to meet the 16% M/WBE subcontracting requirement of the RFCSP, and one proposal was withdrawn by the firm due to price schedule errors. The remaining two proposals were deemed responsive and moved forward for full proposal evaluation. The evaluation committee representatives were David W. McCary, Assistant City Manager, City Manager's Office; Melinda Cerda, Assistant Director, Parks and Recreation Department; Michael Baldwin, Parks and Recreation Manager, Parks and Recreation Department; Grant Ellis, Natural Resources Manager, Parks and Recreation Department; and Mark Garza, Parks Operation Supervisor, Parks and Recreation Department.

The evaluation committee met to discuss, and score both responsive proposals on August 14, 2024. The committee recommended awarding the contract to the highest-ranked respondent.

This item is scheduled for Council consideration on October 3, 2024.

ISSUE:

For briefing purposes only

FISCAL IMPACT:

For briefing purposes only

ALTERNATIVES:

For briefing purposes only

RECOMMENDATION:

Staff recommends approval to proceed with scheduling one contract for City Council consideration to provide the Parks and Recreation Department with mowing services for parks and historical cemeteries in the estimated total value of \$13,000,000 for 3 years with 2, 1-year options to renew.