



# City of San Antonio

## Agenda Memorandum

### File Number:

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**Agenda Item Number:** 17

**Agenda Date:** April 10, 2025

**In Control:** City Council A Session

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**DEPARTMENT:** Development Services Department

**DEPARTMENT HEAD:** Michael Shannon

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

Vacant Lot Abatement Services

**SUMMARY:**

This ordinance authorizes contracts with Big Tex Contractors, LLC; Ida Ponce; Jeremy Powers, dba The Lawn Medic; Legacy Vision Preservation, LLC; Mauro Monita; Michael A. Ramirez, DBA Top Notch Services; MJC Contracting, LLC DBA Alamo Utility Service; Raul M. Cerda; and Silvia R. Mendoza for vacant lot abatement services at various locations for the Development Services Department for an estimated cost of \$791,678 annually and a total cost of up to \$3,958,390. The initial term of the agreements will be for a one-year period beginning May 1, 2025 through April 30, 2026, with four additional one-year renewal options. Funding is available from the FY 2025 General Fund Adopted Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget.

**BACKGROUND INFORMATION:**

Submitted for City Council consideration and action are proposals submitted by Big Tex Contractors, LLC; Ida Ponce; Jeremy Powers, dba The Lawn Medic; Legacy Vision Preservation, LLC; Mauro Monita; Michael A. Ramirez, DBA Top Notch Services; MJC Contracting, LLC

DBA Alamo Utility Service; Raul M. Cerda; and Silvia R. Mendoza for vacant lot abatement services at various locations. No volume of work under this contract is guaranteed. Once the contracts are executed, specific projects will be identified and may be performed under this contract on an “as needed” basis. The contractor will furnish all labor, equipment and materials to clear debris and mow grass and weeds and remove all brush, rubbish, rocks, bricks and trash on properties identified by the City. No volume of work under the contract is guaranteed.

The City issued a Request for Proposals (RFP) for “Vacant Lot Abatement Services” (RFP 24-141; 6100018383) on September 11, 2024, with a submission deadline of November 1, 2024. The RFP was advertised in the HartBeat, TVSA channel, the City’s Bidding & Contracting Opportunities website, the San Antonio e-Procurement System and an email notification was released to a list of potential Respondents. Fifteen proposals were received, and all fifteen proposals were deemed responsive for evaluation.

The evaluation committee consisted of representatives from the City Manager’s Office, the Development Services Department and Center City Development & Operations Department. The Finance Department, Procurement Division assisted by ensuring compliance with City procurement policies and procedures. The evaluation of each proposal was based on a total of 100 points: 35 points allotted for experience, background and qualifications; 30 points allotted for proposed plan; 10 points allotted for respondent’s price schedule; 5 points allotted for the Small Business Enterprise (SBE) Prime Contract Program; 5 points allotted for the Minority Women Business Enterprise (M/WBE) Prime Contract Program; 10 points allotted for the Local Preference Program; and 5 points allotted for the Veteran-Owned Small Business Preference Program. Additional categories of consideration included references and financial qualifications.

The evaluation committee met to discuss and score the fifteen proposals on January 9, 2025. The nine top ranked firms were Big Tex Contractors, LLC; Ida Ponce; Jeremy Powers, dba The Lawn Medic; Legacy Vision Preservation, LLC; Mauro Monita; Michael A. Ramirez, DBA Top Notch Services; MJC Contracting, LLC DBA Alamo Utility Service; Raul M. Cerda; and Silvia R. Mendoza and are recommended for award.

A pre-solicitation briefing was presented to the Audit Committee on January 9, 2024, prior to the solicitation being released. In addition, a post-solicitation briefing was presented to the Audit Committee on February 28, 2025, with staff’s recommendation for Council award.

The initial term of the agreements will be for a one-year period beginning May 1, 2025 through April 30, 2026, and four additional one-year renewals at the City’s option will also be authorized by this ordinance.

## **ISSUE:**

These contracts will provide qualified contractors for vacant lot abatement services for various locations. No volume of work under this contract is guaranteed. Once the contracts are executed, specific projects will be identified and may be performed under this contract on an “as needed” basis. The contractor will furnish all labor, equipment and materials to clear debris and mow grass

and weeds and remove all brush, rubbish, rocks, bricks and trash on properties identified by the City. No volume of work under the contract is guaranteed.

This contract will be awarded in compliance with the Small Business Economic Development Advocacy (SBEDA) Program.

The Local Preference Program was applied to this solicitation and five of the recommended firms are local businesses.

The Veteran-Owned Small Business Preference Program was applied to this contract, however none of the recommended firms are veteran-owned small businesses.

All nine vendors have acknowledged to comply with the Heat Illness Prevention Ordinance, approved on August 31, 2023, through Ordinance #2023-08-31-0585.

#### **ALTERNATIVES:**

Should these contracts not be approved, the Development Services Department may be required to process individual procurements on an as needed basis thus effecting the appearance of the San Antonio vacant lots or use Development Services Department staff to perform the work which may result in overtime and / or reduced staff capacity for other duties.

#### **FISCAL IMPACT:**

This ordinance will approve contracts with Big Tex Contractors, LLC; Ida Ponce; Jeremy Powers, dba The Lawn Medic; Legacy Vision Preservation, LLC; Mauro Monita; Michael A. Ramirez, DBA Top Notch Services; MJC Contracting, LLC DBA Alamo Utility Service; Raul M. Cerda; and Silvia R. Mendoza for vacant lot abatement services at various locations for the Development Services Department for an estimated cost of \$791,678 annually and a total cost of up to \$3,958,390. The initial term of the agreements will be for a one-year period beginning May 1, 2025, through April 30, 2026, with four additional one-year renewal options. Funding is available from the FY 2025 General Fund Adopted Budget. Funding for subsequent years is contingent upon City Council approval of the annual budget.

#### **RECOMMENDATION:**

Staff recommends approval of this ordinance.

This contract was procured by means of a Request for Proposals and Contracts Disclosure Forms are required.

