

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

ORDINANCE

APPROVING A CONTRACT WITH BOOKER'S TREE SERVICE, LLC, FOR TREE AND PALM MAINTENANCE WITH REMOVAL SERVICES FOR THE AVIATION DEPARTMENT, BEGINNING UPON AWARD AND ENDING JUNE 30, 2027, WITH TWO, ADDITIONAL ONE-YEAR RENEWAL OPTIONS, FOR AN ESTIMATED COST OF \$150,000.00 ANNUALLY AND AN ESTIMATED TOTAL COST OF \$750,000.00. FUNDING FOR THE FIRST YEAR OF CONTRACT IN THE AMOUNT OF \$150,000.00 IS AVAILABLE FROM AIRPORT OPERATING AND MAINTENANCE FUND FY 2024 ADOPTED BUDGET. 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) to provide tree and palm maintenance with removal services the San Antonio International Airport; and

WHEREAS, these services are required to reduce potential hazards, provide clearance for vehicles and pedestrians, prune branches away from structures and maintain or improve the overall health and structure of trees and palms on Airport property; and

WHEREAS, six proposals were received, of which one proposal was deemed non-responsive for failing to submit required proposal documents and five were evaluated; and

WHEREAS, staff recommends Booker's Tree Service, 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, beginning upon award by City Council and ending September 30, 2027, with the option for the City to renew for two additional one-year periods, for an estimated annual cost of \$150,000.00, and an estimated total cost of \$750,000.00 over the entire contract term including renewals; 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 Booker's Tree Service, LLC, to provide the City of San Antonio Aviation Department with tree and palm maintenance with removal services the San Antonio International Airport, beginning upon award by City Council and ending September 30, 2027, with the option for the City to renew for two additional one-year periods, for an estimated

annual cost of \$150,000.00, and an estimated total cost of \$750,000.00 over the entire contract term including renewals, is hereby accepted, subject to and contingent upon the deposit of all required bonds, performance deposits, insurance certificates and endorsements. A copy of the contract and RFCSP is attached hereto and incorporated herein for all purposes as **Exhibit I**.

SECTION 2. Funding for this ordinance in the amount of \$150,000.00 is available in Fund 51001000, Cost Center 3305010001 and General Ledger 5201040 as part of the Fiscal Year 2024 Adopted Budget approved by City Council.

SECTION 3. Additional funding is contingent upon City Council approval of the Fiscal Year 2025 and subsequent budgets that fall within the term of the contract.

SECTION 4. Payment in the amount of \$750,000.00 is authorized to Booker's Tree Service, LLC, and should be encumbered with purchase orders.

SECTION 5. 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 6. 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