



# City of San Antonio

## Agenda Memorandum

**File Number:**  
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**Agenda Item Number:** 5

**Agenda Date:** May 14, 2024

**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 Services

**SUMMARY:**

The Development Services Department is seeking to contract with qualified contractors for Dangerous Premise Abatement Lot Clean and Securing of Structures services city wide. Once the contract is 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; 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. No volume of work under the contract is guaranteed.

**BACKGROUND INFORMATION:**

On January 19, 2024, a Request for Proposals (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 March 5, 2024, two proposals were received and both 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, Manager, Development Services Department; Alice Guajardo, Manager, Development Services Department; Danny Liguez, Code Enforcement Administrator, Development Services Department; and Jenny Ramirez, Code Enforcement Manager, Development Services Department.

The evaluation committee met to discuss and score both responsive proposals on April 19, 2024. The committee recommended awarding the contract to both respondents.

This item is scheduled for Council consideration on June 13, 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 two 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 1 year with 4, 1-year options to renew.