

Pre-Solicitation Briefing for Parks Mowing Services



Audit Committee

December 14, 2023

Presented by: Homer Garcia III, Director, Parks and Recreation

Project and Solicitation



Mowing Services of various City Parks, trailheads, greenway trails, and sports fields throughout the City as well as the historic City cemeteries. Services completed according to established sector within 7 sectors throughout the City, for 200+ sites totaling approximately 2,500 acres.

Solicitation Type

- Request for Competitive Sealed Proposals (RFCSP)

Proposed Term

- 3 years with 2, 1-year options

Estimated Value

- \$2.6 million annually
- \$13 million total

Current Contract Status

- Expires 6/30/2024

Solicitation Overview



Outreach

- **NIGP Codes Identified**
 - 98836 – Grounds and Roadside Maintenance: Mowing, Edging, Plant, Not Tree Trimming, etc.
- **Number of Vendors to be Notified**
 - Central Vendor Registry: 188
 - Veteran-Owned Small Business (SBA/SCTRCA): 396
 - Targeted Outreach: 586
- **Advertising**
 - TVSA Channel
 - COSA Bidding & Contracting Webpage
 - HartBeat
 - SAePS

Evaluation Voting Members

- David McCary, Assistant City Manager, City Manager's Office
- Melinda Cerda, Assistant Director, Parks and Recreation Department
- Michael Baldwin, Clean & Green Manager, Parks and Recreation Department
- Alicia Luna, Nature Preserve Officer, Parks and Recreation Department
- Mark Garza, Park Operations Supervisor, Parks and Recreation Department

Solicitation Requirements



Evaluation Criteria

- Experience, Background, Qualifications: 30 points
- Proposed Plan: 30 points
- Pricing: 20 points
- SBE Prime Contract Program: 10 points
- M/WBE Prime Contract Program: 10 points

Additional Requirements

- Audited Financial Statements: Not Required
- Local Preference Program: Not Applicable
- Veteran Owned Small Business Preference Program: Not Applicable
- SBEDA Subcontracting Requirements: 16% M/WBE
- Mentor Protégé Program

SBEDA Goal Setting Overview



Goal Setting Committee Members

- Ian Benavidez, Interim Deputy Director, Neighborhood and Housing Services Department
- Michael Sindon, Administrator, Economic Development Department
- Homer Garcia III, Director, Parks & Recreation Department
- Angelica Mata, Assistant Director, Finance Department
- Frank Muñoz, GSC Citizen Member
- Julianna Lopez, GSC Citizen Member

Availability Analysis

- APIs are supported by the following analysis on a contract-by-contract basis:
 - Opportunities for S/M/WBEs within the scope of work
 - Percentage of S/M/WBEs available in the Central Vendor Registry
 - Utilization of S/M/WBEs on historic projects similar in nature

Project Timeline



Pre-Solicitation



- Goal Setting Committee:
 - Nov. 29, 2023
- Pre-Solicitation Briefing:
 - Dec. 14, 2023
- Release Date:
 - Jan. 10, 2024

Solicitation



- Pre-Submittal Conference:
 - Jan. 24, 2024
- Deadline for Questions:
 - Jan. 30, 2024
- Due Date:
 - Feb. 28, 2024

Post-Solicitation



- Evaluation Complete:
 - Mar. 25, 2024
- Contract Negotiated:
 - Apr. 2024
- Post-Solicitation Briefing:
 - May 14, 2024

Finalization

- City Council Consideration:
 - Jun. 6, 2024
- Contract Start Date:
 - Jul. 1, 2024



Thank You

December 14, 2023

Presented by: Homer Garcia III, Director, Parks and Recreation