

Pre-Solicitation Briefing Vacant Lot Abatement Services



Audit Committee

Date: January 9, 2024

Presented by: Michael Shannon, PE, CBO
Director, Development Services Department

Project and Solicitation



- Seeking up to 8 contractors for vacant lot abatement services on an “as needed” basis to:
 - Secure structures
 - Mow and clear premises
 - Mow grass and weeds
 - Remove brush, rubbish, rocks and trash
- Structures identified by the City as a risk to public health and safety

Solicitation Type	Proposed Term	Estimated Value	Funding Source	Current Contract Status
<ul style="list-style-type: none">• Request for Proposal	<ul style="list-style-type: none">• 1 year with 4, 1-year options	<ul style="list-style-type: none">• \$3,298,660 total	<ul style="list-style-type: none">• General Fund	<ul style="list-style-type: none">• Expires 10/16/2024

Solicitation Overview



Outreach

- **NIGP Codes Identified**
 - 91219 – Clearing and grubbing services
 - 91027 – Garbage and trash removal, disposal and or treatment services
 - 98836 – Grounds and roadside maintenance mowing, edging, plant, not tree trimming
 - 96888 – Tree and shrub removal services
- **Number of Vendors to be Notified**
 - Central Vendor Registry: 680
 - Veteran-Owned Small Business (SBA/SCTRCA): 2
 - Targeted Outreach: 5
- **Advertising**
 - TVSA Channel
 - COSA Bidding & Contracting Webpage
 - HartBeat
 - SAePS

Evaluation Voting Members

- Roderick Sanchez, Assistant City Manager, City Manager's Office
- Michael Shannon, Director, Development Services Department
- Amin Tohmaz, Deputy Director, Development Services Department
- Danny Liguez, Code Enforcement Administrator, Development Services Department
- Michael Uresti, Manager, Development Services Department
- Alice Guajardo, Manager, Development Services Department
- Jenny Ramirez, Manager, Code Enforcement Department

Solicitation Requirements



Evaluation Criteria

- Experience, Background, Qualifications: 35 points
- Proposed Plan: 30 points
- Pricing: 10 points
- SBE Prime Contract Program: 5 points
- M/WBE Prime Contract Program: 5 points
- Local Preference Program: 10 points
- Veteran Owned Small Business Preference Program: 5 points

Additional Requirements

- Audited Financial Statements: Not Required
- SBEDA Subcontracting Requirements: Not Applicable

SBEDA Goal Setting Overview



Goal Setting Committee Members

- Ian Benavidez, Deputy Director, Neighborhood and Housing Services Department
- Michael Sindon, Administrator, Economic Development Department
- Michael Shannon, Director, Development Services Department
- Angelica Mata, Assistant Director, Finance Department
- Frank Munoz, 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:
 - November 23, 2023
- Pre-Solicitation Briefing:
 - January 9, 2024
- Release Date:
 - January 19, 2024



Solicitation

- Pre-Submittal Conference:
 - January 29, 2024
- Deadline for Questions:
 - January 31, 2024
- Due Date:
 - March 15, 2024



Post-Solicitation

- Evaluation Complete:
 - March 27, 2024
- Contract Negotiated:
 - April 2024
- Post-Solicitation Briefing:
 - May 2024



Finalization

- City Council Consideration:
 - May 2024
- Contract Start Date:
 - October 18, 2024



Thank You

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