



## AGENDA MEMORANDUM

Action Item for the City Council Meeting February 27, 2024

**DATE:** February 27, 2024

**TO:** Peter Zaroni, City Manager

**FROM:** Al Raymond, Director of Development Services  
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### Mowing and Securing Non-Code Compliant Properties

#### **CAPTION:**

Motion authorizing the execution of two-year service agreements, with one-year options, for the mowing and securing of non-compliant properties for Code Enforcement, with the following contractors: Luz Alicia Sierra Leal dba Alicia's Lawn Service, Francisco Villegas, Jr. dba Coastal Bend Yard Works, Dexter C. Rhines, Jr. dba D.R. Landscaping Services, Melisandra Lee Garza dba Olivo - Garza Cleaning Services, Richard Herrera, Jr. dba R.H. Const. & Mowing, Guadalupe Perez, Jr. dba Woodwerk Carpentry, Juan Oscar Zamora dba Zamora's Lawn Care and Maintenance, and L&A Lawn Care, LLC, each of the foregoing of Corpus Christi, and with J.M. Perez and Grandsons, LLC, of Portland, with each contract not to exceed \$100,000.00, for a total of \$900,000.00 and a potential up to \$1,350,000.00 if the options are exercised, with FY 2024 funding of \$262,500.00 from the General Fund.

#### **SUMMARY:**

This motion authorizes nine service agreements for mowing, maintenance and securing of non-code compliant properties for Code Enforcement to continue servicing properties that have code violations. These services include mowing, line trimming, edging, tree brush trimming, debris removal and securing properties.

#### **BACKGROUND AND FINDINGS:**

The Code Enforcement Division strives to prevent the deterioration of housing and commercial properties, through the enforcement and abatement of code violations.

Property owners are notified of code violations and given an opportunity to correct violations to be compliant. If a property owner is unable or unwilling to address violations,

the City can abate the violations and charge the property owner for services required. These contracts help facilitate a timely remedy and restore healthy environmental conditions for the neighborhood by mowing, line trimming, edging, tree/brush trimming, removal of debris and securing of vacant properties.

**PROCUREMENT DETAIL:**

Finance & Procurement conducted a competitive Request for Qualifications (RFQ 5416) process for Development Services, Code Enforcement Division to obtain a pool of substantial contractors in providing mowing and servicing of non-code compliant properties. The RFQ process allows the City to make sure the contractors interested in providing these services are qualified and have the equipment and manpower to perform the services. The City received nine statements of qualifications for mowing and securing non-code compliant properties and recommending award to all nine contractors: Luz Alicia Sierra Leal dba Alicia's Lawn Service, Coastal Bend Yard Works, D.R. Landscaping Services, J.M. Perez and Grandsons L.L.C., L&A Lawn Care L.L.C., Olivo Garza Cleaning Services dba OG Services, Richard Herrera, Jr., dba R.H. Construction & Mowing, Woodwerk Carpentry, and Juan Oscar Zamora dba Zamora's Lawn Care and Maintenance.

The selection committee was comprised of representatives from Development Services and the Development Services Code Enforcement Division. Final evaluations ranked firms based on three factors: 1) firm's experience 2) team experience and identification, and 3) understanding of project scope.

The City has been continually utilizing services from the selected contractors to complete projects for non-code compliant properties. Staff is confident in each contractors' services and is recommending them all for award.

**ALTERNATIVES:**

The alternative to not securing these long-term service agreements would be for the Department to obtain this service through individual purchase orders and service agreements; however, securing larger longer-term agreements with reputable companies is more cost efficient and consistent with the department needs.

**FISCAL IMPACT:**

The fiscal impact for FY 2024 is \$262,500.00.

**FUNDING DETAIL:**

Fund:	1020
Organization/Activity:	11500
Department:	157
Project # (CIP Only):	
Account:	530220

**RECOMMENDATION:**

Staff recommends approval of this motion authorizing the execution of nine, two-year service agreements, with the option to extend an additional one-year period as presented.

**LIST OF SUPPORTING DOCUMENTS:**

Evaluation Matrix

Service Agreements 5416, 5602, 5604, 5605, 5606, 5607, 5608, 5609, 5610