



AGENDA MEMORANDUM

Action Item for the City Council Meeting of August 22, 2023

DATE: August 22, 2023

TO: Peter Zanoni, City Manager

FROM: Ernesto De La Garza, Director of Public Works
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Tree Planting Services on Leopard Street Median

CAPTION:

Motion authorizing execution of a 15-month service agreement with Maldonado Nursery & Landscaping, Inc., of San Antonio, in an amount not to exceed \$78,979.79, for the purchase and installation of trees on Leopard Street median for Public Works, with FY 2023 funding of \$76,058.00 from the General Fund.

SUMMARY:

This motion authorizes the execution of a 15-month service agreement with Maldonado Nursery & Landscaping, Inc., of San Antonio, Texas in an amount not to exceed \$78,979.79 for the purchase and installation of trees on Leopard Street medians.

BACKGROUND AND FINDINGS:

During the budget planning process for FY 2023, City Council and City Manager gave direction to the Public Works Department to improve the landscaping of Leopard Street between Violet Road and McKenzie Road.

PROCUREMENT DETAIL:

Finance & Procurement conducted a competitive Request for Bid to obtain bids for tree planting services, along with a one-year maintenance service agreement. The City received two responsive, responsible bids, and is recommending the award to the lowest responsive, responsible bidder, Maldonado Nursery & Landscaping, Inc., of San Antonio. Maldonado Nursery & Landscaping has successfully completed work the City in the past.

The scope of the project has changed slightly since the bidding process was completed.

City staff is taking great care to ensure that as few of the existing trees as possible are impacted or removed as a result of this project. Therefore, City staff will be conducting a change order to the presented contract to install all Live Oak trees (instead of Burr Oaks) to remain in uniformity with and preserve the existing foliage in the corridor. However, two existing trees will need to be removed due to growth and location issues.

ALTERNATIVES:

An alternative would be not to improve the landscaping of the medians off Leopard Street and leave the current landscape.

FISCAL IMPACT:

Expenditures in the amount of \$76,058 with FY 2023 funding and the remainder of \$2,921.79 with FY 2024 funding.

Funding Detail:

Fund:	1020	General Fund
Organization/Activity:	12460	Street Lighting
Mission Element:		
Project # (CIP Only):		
Account:	530220	Demolition/Clean-up Service 50%
	530225	Mowing & Grounds Maintenance 50%

RECOMMENDATION:

Staff recommends approval of this motion authorizing a 15-month service agreement with Maldonado Nursery & Landscaping, Inc. of San Antonio, as presented for Public Works.

LIST OF SUPPORTING DOCUMENTS:

Bid Tab
Service Agreement