

REQUESTS FOR PROPOSAL

Migratory Bird Control Services

Austin, Texas Downtown Management Organization (DBA Downtown Austin Alliance)

December 18, 2024

Submission Deadline: Submissions must be received by no later than 5:00 PM Central Time Friday, January 31, 2025.

The Austin Downtown Management Organization, Inc. (DBA Downtown Austin Alliance “Downtown Alliance”) is seeking proposals from qualified, licensed and certified vendors to perform year-round migratory bird control and prevention services within the Downtown Public Improvement District (PID).

Downtown Alliance is a 501(c)(4) nonprofit corporation located at 515 Congress Ave, Suite 2150, Austin, TX 78701. Downtown Alliance has managed PID since its inception in 1993. With the vision of “The downtown you will always love,” our mission is “To create, preserve and enhance the vibe, vitality and value of downtown Austin for everyone”. Assessments paid by the owners of all non-homestead investment properties valued over \$500,000 within the PID fund the work of the Downtown Alliance. The organization provides direct services, leads necessary collaborations, and advocates for improved policy for the betterment of the downtown.

Project Objective:

Downtown Alliance’s objective in procuring a licensed vendor for migratory bird control is to keep the PID free of roosting migratory birds (mainly Grackles and Starlings) by utilizing non-harmful, non-lethal, humane methods to improve and maintain cleanliness on downtown streets and sidewalks, prevent deposits of bird droppings, and enhance and encourage activation of public rights-of-way.

Initial Contract Terms and Renewal:

An initial contract shall be executed with selected Contractor for the fiscal year May 1, 2025, through April 30, 2026, with two possible renewals. Renewal for subsequent year(s) shall be contingent upon future need, availability of Downtown Alliance funding, and Contractor performance.

Scope of Work:

Contractor shall provide bird control and prevention services throughout all public rights-of-way within the PID (see PID Map, Exhibit A) utilizing non-harmful, non-lethal, humane methods to dissuade migratory birds from roosting in street trees, 7 days per week, year-round.

Reporting:

Contractor shall submit weekly reports showing roosting locations/concentrations, and patterns of avian populations observed. Contractor shall report all locations where bird droppings need to be cleaned directly to the Downtown Alliance daily. Contractor shall be available upon request to make professional presentations to Client’s board, tenants, the media, and/or the City at no extra charge to Downtown Alliance.

Proposal Requirements (incomplete proposals shall not be considered):

- Contractor organizational/executive summary
- Complete contact information for Contractors primary point of contact
- Roster of all Contractor management and staff

- Detailed explanation of proposed bird control and reporting methods
- Daily/weekly staffing and deployment schedules, including seasonal fluctuations
- Description of staff uniforms, vehicles and other equipment, and branding (specific to this program)
- Proof of current licenses and certifications as regulated by the Texas Dept. of Agriculture/Structural Pest Control Services for commercial for-profit pest and bird control. Proof of license is required
- Proof of insurance meeting the following minimum requirements:
 - General Commercial Liability: \$1,000,000
 - Commercial Automobile: \$1,000,000
 - Commercial Umbrella: \$2,000,000
 - Workers Compensation: Required at all times
- Detailed, annualized program budget including all anticipated personnel wages and benefits, equipment, supplies, overhead, and other project costs
- Names, addresses and contact information of at least 3 current or past bird control contract clients within the past 2 years.

Evaluation Criteria:

- Contractor’s experience and track record of customer satisfaction specific to provision of bird control services
- Proposed methodology
- Qualifications of Contractor and Contractor’s staff assigned to the project
- Insurance requirements
- References
- Cost
- City of Austin Minority and/or Women Owned Business classification

Description of Procurement Process:

The Downtown Alliance hopes to hire a firm based upon the responses provided in response to this Solicitation. The first step of its two-step procurement process will be evaluation of the responses received in response to this Solicitation. Note, the Downtown Alliance reserves the right not to consider any responses that (i) are not timely submitted, (ii) fail to provide complete information, or (iii) do not satisfy the criteria described in this Solicitation.

Once the Downtown Alliance has evaluated all complete responses and developed a short list of qualified firms, it may conduct interviews with such short-listed respondents in step two. At the conclusion of either step one or step two of this process, the Downtown Alliance will rank candidates by order of highest qualifications and attempt to negotiate a fair and reasonable rate contract with the highest-qualified firm. If unable to negotiate a mutually acceptable contract, the Downtown Alliance will terminate negotiations with the highest-qualified firm and begin negotiating rates with the next highest-qualified firm. If necessary, the Downtown Alliance will repeat these steps until a firm is under contract or may determine (in its sole discretion) to discontinue the procurement. The final selection of a firm and award of a contract may be contingent upon the funding and approval of the Downtown Austin Alliance Board of Directors. Fees described in any related contracts or agreements shall be reasonable.

The Downtown Alliance reserves the right to: (i) reject any and all responses received in response to this Solicitation; (ii) short list respondents and base final selection rankings on interviews; (iii) and modify the procurement process to comply with applicable law or as it deems necessary to meet needs of the organization.

The Downtown Alliance shall not be responsible for any cost associated with the submittal of any response in response to this Solicitation.

Interviews:

The Downtown Alliance reserves the right to interview any firm that submits a timely response. If a firm is selected for an interview, the Downtown Alliance will provide additional instructions to such firm related to the interview.

Notification of Selection:

The Downtown Alliance will notify the highest-qualified firm of their selection in writing via e-mail. Upon notification of selection by the Downtown Alliance, the Downtown Alliance and the selected firm will attempt to negotiate scope and extent of work to be performed, time for full performance, compensation, and other terms. Final selection of the successful firm may be contingent upon approval of the Downtown Austin Alliance Board of Directors. Fees provided for in contracts or agreements shall be reasonable. The Downtown Alliance shall consider fees to be reasonable if they are not in excess of those ordinarily charged by the profession as a whole for similar work. The Downtown Alliance will negotiate for procurement of professional services, whereby competitors' qualifications are evaluated, and the most qualified competitor is selected, subject to negotiations of fair and reasonable compensation.

Texas Public Information Act:

Any data and information submitted in response to this Solicitation may become public information, as provided by the Texas Public Information Act, Texas Government Code Sections 552.001 through 552.026. The Downtown Alliance is not responsible for asserting any legal argument on behalf of a submitting firm in response to any related Public Information Act request.

Submission Instructions:

- All proposals must be submitted in complete detail on or before submission deadline
- Proposals must be submitted in PDF format (only) via email to BFahy@Downtownaustin.com

Proposal Timeline:

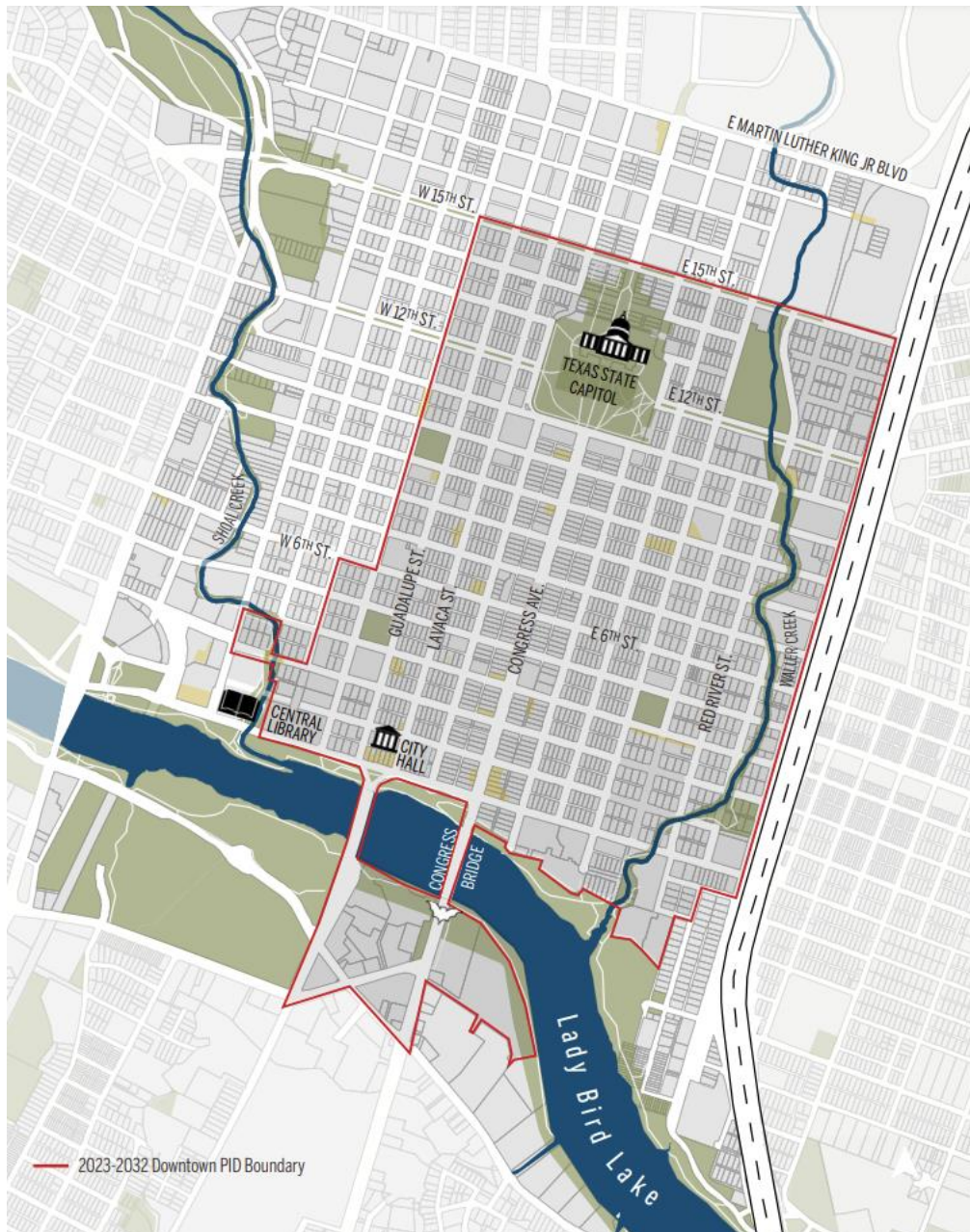
- RFP Submissions accepted January 3 – 31, 2025
- Deadline to request additional information – 5:00 p.m. Central Time January 24, 2025
- Bid review process – January 27 through February 28, 2025
- Notification and award date – March 3, 2025
- Initial contract term – May 1, 2025 through April 30, 2026

Questions/Information Requests:

All requests for additional information or clarification pertaining to this RFP must be submitted in writing via email to BFahy@Downtownaustin.com by no later than 5:00 p.m. Central Time Friday, January 24, 2025.

Exhibit A: PID Boundary Map

The Downtown Alliance service area service area is identified below. The service area includes all areas within the red boundary. A detailed boundary explanation is provided on the next page.



Below is a general description of the boundaries of the PID:

- Beginning at northeast corner at the intersection of W. 15th Street and San Antonio Streets
- South on San Antonio Street to West 6th Street
- West to Nueces Street
- South to West 5th Street
- West to West Avenue
- South to West 3rd Street
- East to Shoal Creek
- South to Cesar Chavez Street
- East to 1st Street
- South to Barton Springs Road
- East to Riverside Drive
- East to Congress Avenue
- North (including adjacent Austin American Statesman site) to Cesar Chavez Street
- East to Red River Street (including parcels on the south side of E. Cesar Chavez)
- South to Davis Street (including parcels fronting the east and west sides of Red River Street, the Hotel Van Zandt, and parcels on the east and west sides of Waller Creek
- East to Rainey Street
- North to Driskill Street, including the parcels on the west side of Rainey Street
- East on Cesar Chavez from Red River to West Frontage Road (including parcels on the south side of East Cesar Chavez Street)
- North to the northeast corner of East 15th Street
- West to San Antonio Street