



**CITY OF PLANO  
COUNCIL AGENDA ITEM**

<b>CITY SECRETARY'S USE ONLY</b>				
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory				
Council Meeting Date:		1/10/11		
Department:		Purchasing		
Department Head		Mike Ryan		
Agenda Coordinator (include phone #): <b>Bev Rogers ext. 7376</b>				
<b>CAPTION</b>				
Bid No. 2011-8-C for a one (1) year contract with three (3) optional one year renewals for the purchase of Outdoor Litter and Restroom Service for the Parks and Recreation department to Northstar Facility Services in the amount of \$88,102 and authorizing the City Manager to execute all necessary documents.				
<b>FINANCIAL SUMMARY</b>				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR: <b>2010-11</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget	0	1,098,143	0	<b>1,098,143</b>
Encumbered/Expended Amount	0	-162,249	0	<b>-162,249</b>
This Item	0	-88,102	0	<b>-88,102</b>
BALANCE	0	847,792	0	<b>847,792</b>
<b>FUND(S):     GENERAL FUND</b>				
<p><b>COMMENTS:</b> This item, in the amount of \$88,102, provides for regular litter collection and custodial restroom services at 11 high use parks and athletic facilities in the Plano Parks system through a contract with Northstar Facility Services, with the option of annual renewals for the following three years. The remaining balance will be used for other contractual expenditures.</p> <p><b>STRATEGIC PLAN GOAL:</b> Regular litter pickup and clean restrooms at Plano Parks relates to the City's goal of "Great Neighborhoods - 1st Choice to Live."</p>				
<b>SUMMARY OF ITEM</b>				
The Parks and Recreation staff recommends the purchase of Outdoor Litter and Restroom Service from Northstar Facility Services in the estimated annual amount of \$88,102.				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Memorandum Bid Recap				

# MEMO

---

TO: PURCHASING DEPARTMENT, BEV ROGERS  
FROM: MATTHEW SIMMONS, PARKS FIELD SERVICES SUPERVISOR  
DATE: 12/14/2010  
RE: **AWARD RECOMMENDATION 2011-8-C Outdoor Litter and Restroom Service**

---

It is the recommendation of Parks and Recreation Department to award **2011-8-C for Outdoor Litter and Restroom Service** to *Northstar Facilities Service*. Northstar has a good working relationship with the City of Plano based on their previous performance on other city contracts. Plano Park's believes that Northstar is capable of meeting the requirements of the aforementioned maintenance contract. As stated in the bid documentation, this contract is to be awarded to the lowest responsive, responsible bidder.

As shown in the bid re-cap, Service Master Superior was low bid at \$85,532.06, but was deemed non-responsive to the bid specifications. Northstar Facilities is, therefore, the lowest responsive, responsible bidder. This contract includes litter and restroom service for 11 high use parks and athletic facilities.

Total annual amount awarded for this contract is \$88,102.

Please review and begin the necessary steps for award of this contract.

Attachments:  
Vendor Bid Recap



# CITY OF PLANO

## BID NO. 2011-8-C OUTDOOR LITTER AND RESTROOM SERVICE – GROUP B BID RECAP

---

**Bid opening Date/Time:** November 19, 2010 @ 3:00PM

**Number of Vendors Notified:** 918

**Vendors Submitting “No Bids”:** 0

**Vendors Submitting “Partial Bids”:** 0

**Number of Bids Submitted:** 4

**Bidder(s):**

Northstar Facility Services

Texas Tree Turf Co.

Somerset Landscape Maintenance

**Vendors Evaluated Non-Responsive to Specification:** 1

Service Master Superior

**Recommended Vendor(s):**

Northstar Facility Services

*Bev Rogers*

Bev Rogers, Buyer

**November 19, 2010**

Date