



**CITY OF PLANO
COUNCIL AGENDA ITEM**

CITY SECRETARY'S USE ONLY	
<input type="checkbox"/> Consent	<input type="checkbox"/> Regular <input type="checkbox"/> Statutory
Council Meeting Date:	2/13/2012
Department:	Parks & Recreation
Department Head	Matthew Simmons
Agenda Coordinator (include phone #): Nicole Griffin ext 7204	

CAPTION

Bid No. 2012-40-C for a 1 year contract with 3 City optional renewals for Irrigation Repair Parts for the Parks department to Irrigator's Supply Inc, Longhorn Inc and Professional Turf Products LP in the estimated annual amount of \$65,000 and authorizing the City Manager or his designee to execute all necessary documents.

FINANCIAL SUMMARY

NOT APPLICABLE OPERATING EXPENSE REVENUE CIP

FISCAL YEAR: 2011-12,2012-13,2013-14,2014-15	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	78,187	195,000	273,187
Encumbered/Expended Amount	0	-13,187	0	-13,187
This Item	0	-65,000	-195,000	-260,000
BALANCE	0	0	0	0

FUND(s): General Fund

COMMENTS: This item approves price quotes. Expenditures will be made in the Parks and Recreation Department based on need within the approved budget appropriations for each year of the contract. The estimated annual amount to be spent in FY 2011-12 is \$65,000. The estimated future amount is \$195,000, which will be made within approved budget appropriations. Any additional expenditures for parts or supplies in Park Field Services during FY 2011-12 will need to be offset by identified savings or council authorization.

STRATEGIC PLAN GOAL: Continued repair and replacement of irrigation installations across the city relates to the City's goal of Great Neighborhoods - 1st Choice to Live and Financially Strong City with Service Excellence.

SUMMARY OF ITEM

The Parks and Recreation staff recommends the bid of Irrigator's Supply Inc (Line Items 1,2,4,6,7,8,9,10,13,14 and 18 in the amount of \$13,614), Longhorn Inc (Line Items 3,5,11,12 and 17 in the amount of \$12,379) and Professional Turf Products LP (Line Items 15 and 16 in the amount of \$5,740), this annual contract, one (1) year with three (3) City optional renewals, is for the Irrigation Repair Parts, as the lowest responsive, responsible bidders in the amount of \$31,733. The annual award will not be based upon the total bid price of \$31,733. The estimated annual amount for this contract is \$65,000, which is the bid price plus the established multiple percentage discount agreement that was submitted with the bid. This contract will be used to supply specialized non-controller related parts for the maintenance of over 500 irrigation systems, for over 1,200 acres of irrigated turf. This includes all parks, athletic complexes, special event areas, public buildings, along with irrigation to over 7,000 median trees. The amount budgeted for this contract is \$65,000.

List of Supporting Documents: _____ Other Departments, Boards, Commissions or Agencies _____



**CITY OF PLANO
COUNCIL AGENDA ITEM**

Bid Recap
Memorandum

MEMO

Date: 2/1/2012
To: Purchasing Department, Nicole Griffin
From: Matthew Simmons, Parks Field Services Supervisor
Re: **Award Recommendation 2012-40-C Irrigation Repair Parts**

It is the recommendation of Parks and Recreation to award **Bid #2012-40-C Irrigation Repair Parts** as follows:

- **Irrigator's Supply Inc** was the lowest responsive, responsible bidder on line items: 1, 2, 4, 7, 8, 9, 10, 13, 14, and 18. In addition, line item 6 had two bidders close in price. The total difference between the two bids was \$111.55 (between Irrigators Supply Inc and Ewing Irrigation). Since Ewing Irrigation has no other line items for award, it is also recommended that line item 6 be awarded to Irrigator's Supply Inc. The total estimated amount of all bid items recommended for award to Irrigator's Supply Inc is **\$13,613.99**
- **Longhorn Inc** was the lowest responsive, responsible bidder on line items 3, 5, 11, 12, and 17. The total estimated amount for bid items recommended for Longhorn Inc. is **\$12,378.52**.
- **Professional Turf Products LP** was the lowest responsive bidder on lines 15 and 16. The total estimated amount of bid items recommended for award to Professional Turf Products LP is **\$5,740.00**.

The estimated annual expenditures for the above line item portion of this bid: \$31,732.51.

Furthermore, as part of this bid, the department would also like to recommend the establishment of multiple percentage discount agreements with ALL participating responsive, responsible bidders. These agreements will be used to purchase other necessary items not listed as individual line items that are required to maintain department irrigation systems. Doing so will be more practical than relying on a single supplier to always maintain necessary inventories to meet the needs of the department. This recommendation is in addition to the above mentioned total line item pricing award amount.

The estimated annual expenditures for the discount portion of this bid total: \$33,267.49.

The TOTAL amount of estimated annual expenditures related to this contract (line items and discounts) equals **\$65,000.00**. Please review and begin the necessary steps for the award of this contract.

Justification:

- **Contract Purpose** - This contract will be used to supply specialized non-controller related parts for the maintenance of over 500 irrigation systems, for over 1,200 acres of irrigated turf. This includes all parks, athletic complexes, special event areas, public buildings, along with irrigation to over 7,000 median trees.
- **Non-Approval Implication** - This annual contract is necessary for the support of park irrigation systems. Proper maintenance of irrigation systems is critical to maintaining citywide park assets. Lack of parts for service would result in poorly maintained or non-functioning irrigation systems leading to the loss of plant materials along with damage to adjacent landscapes and structures.

CITY OF PLANO

**BID NO. 2012-40-C
Irrigation Repair Parts**

BID RECAP

Bid opening Date/Time: January 4, 2012 @ 2:00 pm

Number of Vendors Notified: 582

Vendors Submitting "No Bids": 0

Number of Bids Submitted Responsive to Bid: 4

Ewing Irrigation

Irrigators Supply Inc

Longhorn Inc

Professional Turf Products LP

Bids Evaluated Non-Responsive to Specifications: 1

Recommended Vendors:

Irrigators Supply Inc	Item 1, 2, 4, 6, 7, 8, 9, 10, 13, 14, 18	\$13,613.99
Longhorn Inc	Item 3, 5, 11, 12, 17	\$12,378.52
Professional Turf Products LP	Item 15, 16	\$ 5,740.00

Nicole Griffin

January 27, 2012

Nicole Griffin
Buyer I

Date