



# 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:		3/14/16			
Department:		Parks and Recreation			
Department Head		Amy Fortenberry			
Agenda Coordinator (include phone #): <b>Leslie Hooker x 7204</b>					
<b>CAPTION</b>					
Bid No. 2016-0099-C for a one (1) year contract with three (3) City optional renewals for Public Building Landscape Maintenance for the Parks and Recreation Department with an award to Southlake Landscape and Maintenance for Group 2, in the estimated amount of \$65,820 and to Good Earth Corporation for Groups 1 and 3, in the estimated amount of \$126,659, for a total contract award of \$192,479 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>FY 2015-16, 2016-17, 2017-18, 2018-19, 2019-20</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget		0	307,299	620,443	<b>927,742</b>
Encumbered/Expended Amount		0	-48,421	0	<b>-48,421</b>
This Item		0	-149,473	-620,443	<b>-769,916</b>
BALANCE		0	109,405	0	<b>109,405</b>
<b>FUND(S):    GENERAL FUND</b>					
<b>COMMENTS:</b> This item approves price quotes. Expenditures will be made in the Parks & Recreation Department within the approved budget appropriations for each year of the contract. The estimated annual amount to be spent in FY 2015-16 for this contract is \$149,473. The estimated future amount is \$620,443 (\$192,479 in FY 2016-17, \$192,479 in FY 2017-18, \$192,479 in FY 2018-19, and \$43,006 in FY 2019-20) and will be based on need within budget appropriations.					
<b>STRATEGIC PLAN GOAL:</b> Contracting for Public Building Landscape Maintenance directly supports the City's Goal of a Financially Strong City with Service Excellence and Great Neighborhoods - 1st Choice to Live.					
<b>SUMMARY OF ITEM</b>					
See recommendation memo.					
List of Supporting Documents: Recommendation Memo			Other Departments, Boards, Commissions or Agencies		

Bid Recap	



# Memorandum

Date: February 17, 2016

To: Diane Palmer-Boeck, Director of Procurement and Project Management

From: Jeff Schwartz, Park Operations Superintendent

Subject: Award Recommendation: 2016-0099-C - Public Building Landscape Maintenance Group 1, Group 2 and Group 3

This contract includes public building, park and special use site mowing and grounds maintenance at various locations throughout the City.

After reviewing the vendor submittals and consulting with work history references, Southlake Landscape and Maintenance and Good Earth Corporation are capable of meeting all of 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.

Southlake Landscape and Maintenance is the lowest responsive, responsible bidder for the combined total of all three groups with a bid of \$223,360; however, this amount is approximately \$48,000 over the budgeted amount for this contract. Therefore, it is the recommendation of the Parks and Recreation Department to split the award of Bid 2016-0099-C Public Building Landscape Maintenance between Southlake Landscape and Maintenance and Good Earth Corporation. Group 2 shall be fully awarded to Southlake Landscape and Maintenance for the amount of \$65,820.00. Groups 1 and 3 shall be awarded to Good Earth Corporation for the amount of \$126,659.00 for the line items as follows:

2016-0099-C--01-02, 2016-0099-C--01-04, 2016-0099-C--01-06, 2016-0099-C--01-07, 2016-0099-C--01-08, 2016-0099-C--01-09, 2016-0099-C--01-10, 2016-0099-C--01-11, 2016-0099-C--01-12, 2016-0099-C--01-14, 2016-0099-C--01-15, 2016-0099-C--01-17, 2016-0099-C--03-01, 2016-0099-C--03-02, 2016-0099-C--03-03, 2016-0099-C--03-04, 2016-0099-C--03-05, 2016-0099-C--03-06, 2016-0099-C--03-07, 2016-0099-C--03-08, 2016-0099-C--03-09, 2016-0099-C--03-10, 2016-0099-C--03-11, 2016-0099-C--03-12, 2016-0099-C--03-13, 2016-0099-C--03-14, 2016-0099-C--03-15, 2016-0099-C--03-16

If this contract is not awarded, in-house staff will be forced to absorb the maintenance at public building sites, accomplishing minimum levels of mowing and landscape detail work. This will also reduce the maintenance frequency at other assigned park sites. Therefore, the Parks and Recreation Department will not be capable of effectively maintaining these additional sites with in-house staff.

cc:

Jim Fox, Park Services Manager

Amy Fortenberry, Parks and Recreation Director

**CITY OF PLANO**

**BID NO. 2016-0099-C  
Public Building Landscape Maintenance  
(Group 1, Group 2 and Group 3)  
BID RECAP**

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**Bid opening Date/Time:** February 10, 2016 @ 10:00 am

**Number of Vendors Notified:** 3660

**Vendors Submitting "No Bids":** 0

**Bids Evaluated Non-Responsive to Specifications:** 0

**Number of Bids Submitted Responsive to Bid:** 4

**Group 1**

Southlake Landscape and Maintenance	\$74,880
Good Earth Corporation	\$58,995
Dyna-Mist Construction Company	\$75,456
The Teter Group, Inc.	\$94,932

**Group 2**

Southlake Landscape and Maintenance	\$65,820
Good Earth Corporation	\$83,427
Dyna-Mist Construction Company	\$81,360
The Teter Group, Inc.	\$102,540

**Group 3**

Southlake Landscape and Maintenance	\$79,180
Good Earth Corporation	\$67,664
Dyna-Mist Construction Company	\$123,000
The Teter Group, Inc.	\$124,140

**Recommended Vendors for award by group:**

**Group 2**

Southlake Landscape and Maintenance \$65,820

**Group 1 & 3**

Good Earth Corporation \$126,659

**Total: \$192,479**

*Leslie Hooker*

February 10, 2016

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Leslie Hooker  
Buyer I

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Date