



**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:		04/12/10		
Department:		Purchasing		
Department Head		Mike Ryan		
Agenda Coordinator (include phone #): Aimee Storm Ext. 7248				
CAPTION				
Bid No. 2010-75-C for a one (1) year contract with three (3) optional one year renewals for the purchase of Athletic Field Bulk Fertilizer for the Parks and Recreation department to Lonestar Ranch and Outdoors in the amount of \$73,127.50 and authorizing the City Manager to execute all necessary documents.				
FINANCIAL SUMMARY				
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP				
FISCAL YEAR:	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	268,762	0	268,762
Encumbered/Expended Amount	0	-5,803	0	-5,803
This Item	0	-73,127	0	-73,127
BALANCE	0	189,832	0	189,832
FUND(S): GENERAL FUND				
COMMENTS: Funds are included in the FY 2009-10 adopted budget to provide materials to maintain athletic fields. The remaining balance of funds will be used for other items related to sports turf maintenance. STRATEGIC PLAN GOAL: Preparation and maintenance of athletic facilities relates to the City's Goal of "Great Neighborhoods - 1st Choice to Live"				
SUMMARY OF ITEM				
The staff recommends the Competitive Sealed Bid for the purchase of bulk fertilizer in the estimated annual amount of \$73,127.50 to Lonestar Ranch and Outdoors, to be accepted as the lowest responsive responsible bidder, and conditioned upon timely execution of any necessary contract documents. This will establish an annual fixed price contract with three optional one-year renewals.				
List of Supporting Documents: Memorandum Bid Recap			Other Departments, Boards, Commissions or Agencies N/A	

MEMO

TO: PURCHASING DEPARTMENT, BEV ROGERS
FROM: KEVIN MURRAY, PARK SUPERINTENDANT
DATE: 4/2/2010
RE: AWARD RECOMMENDATION 2010-75-C ATHLETIC FIELD BULK FERTILIZER

It is the recommendation of Parks and Recreation Department to award bid 2010-75-C ATHLETIC FIELD BULK FERTILIZER to Lonestar Ranch and Outdoors. Lonestar Ranch and Outdoors is the low bidder and appears capable of meeting the requirements of the specifications. 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, Lonestar Ranch and Outdoors is the lowest responsive bidder. This contract is for the purchase and application of 125 tons of fertilizer on 400 acres at 16 athletic sites in five (5) applicatons.

Total annual amount awarded for this contract is \$73,127.50. This amount is \$26,872.50 under budget.

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

Attachments:
Vendor Bid Recap

CITY OF PLANO

BID NO. 2010-75-C ATHLETIC FIELD BULK FERTILIZER BID RECAP

Bid opening Date/Time: March 4, 2010 @ 3:00PM

Number of Vendors Notified: 458

Vendors Submitting "No Bids": 1

Number of Bids Submitted: 3

BIDDER:	TOTAL BID
LONESTAR RANCH AND OUTDOORS	\$73,127.50
HELENA CHEMICAL	\$90,000.00
TRUGREEN	\$94,421.25

Vendors Evaluated Non-Responsive to Specification: 0

Recommended Vendor(s):

Lonestar Ranch and Outdoors

Aimee Storm

March 9, 2010

Aimee Storm, Buyer II

Date