



# 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:		April 13, 2015			
Department:		Parks and Recreation			
Department Head		Amy Fortenberry			
Agenda Coordinator (include phone #): <b>Leslie Hooker ext 7204</b>					
<b>CAPTION</b>					
Bid No. 2015-78-C for a one (1) year contract with three (3) City optional one (1) year renewals for Median and Right-of-Way Landscape Maintenance for the Parks Department to Carruthers Landscape Management, Inc. in the estimated annual amount of \$140,000, which includes the bid price plus optional contract services for unforeseen/unplanned projects and services, 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>2014-15; 2015-16; 2016-17; 2017-18; 2018-19</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget		0	1,259,398	500,000	<b>1,759,398</b>
Encumbered/Expended Amount		0	-804,514	0	<b>-804,514</b>
This Item		0	-60,000	-500,000	<b>-560,000</b>
BALANCE		0	394,884	0	<b>394,884</b>
<b>FUND(S):    GENERAL FUND</b>					
<p><b>COMMENTS:</b> This item approves price quotes for annual median and right-of-way mowing and landscape maintenance. The estimated expenditure for median and right-of-way mowing and landscape maintenance to be purchased from this contract for the remainder of FY 2014-15 is \$60,000. Future expenditures will be made by Park Field Services within the annual approved budget appropriations, at an estimated annual expenditure of \$140,000 for fiscal years 2015-16, \$140,000 for 2016-17, \$140,000 for 2017-18 and \$80,000 for 2018-19.</p> <p><b>STRATEGIC PLAN GOAL:</b> Contracts for median and right-of-way mowing and landscape maintenance relates to the strategic goal of Financially Strong City with Service Excellence.</p>					
<b>SUMMARY OF ITEM</b>					
Staff recommends approval of a one (1) year contract with three (3) City optional renewals for purchase of Median and Right-of-Way Landscape Maintenance for the Parks Department to Carruthers Landscape Management, Inc. in the estimated amount of \$140,000, which includes the bid price plus optional contract services for unforeseen/unplanned projects and services.					



# CITY OF PLANO COUNCIL AGENDA ITEM

List of Supporting Documents: Award Memo Bid Recap	Other Departments, Boards, Commissions or Agencies



# Memorandum

**Date:** Wednesday, March 18, 2015

**To:** Diane Palmer-Boeck, Chief Purchasing Officer

**From:** Matthew Simmons, Field Services Supervisor

**Subject:** Award Recommendation: 2015-78-C Median and Right-of-Way Landscape Maintenance

Carruthers Landscape Management, Inc. is recommended for award of bid 2015-78-C in the estimated amount of \$110,000 with a total annual estimated contract amount of \$140,000 (which includes the bid price plus optional contract services for unforeseen/unplanned projects and services). This contract is for median and right of way mowing, tree pruning and staking, litter collection, and shrub trimming at various locations throughout the city along multiple major and minor arterial roads including Spring Creek and Preston. Total costs for the initial one year term and three annual city optional renewals will be \$560,000.

The recommendation of award to each vendor is based upon the following:

- lowest responsive bid for group resulting in savings for the City of Plano
- history of maintaining large, highly visible, high profile commercial and governmental properties with relevant scope and size
- equipment list dedicated to the contract sufficient to meet demanding deadlines in the care of medians and rights-of-way along high traffic arterial thoroughfares

In addition to mowing and general landscape maintenance, the Parks and Recreation Department plans to use the services of Carruthers Landscape Management, Inc. for unplanned and unforeseen projects that may include planting bed renovation and recovery, irrigation repairs, and drought mitigation projects on an annual basis utilizing optional unit pricing provided in bid 2015-78-C.

If the contract is not awarded, numerous medians and rights of way will become non-compliant with Plano municipal codes and ordinances for weeds, rubbish, and traffic visibility. In addition, unforeseen repairs and landscape recovery projects may be delayed, and insufficient drought mitigation may result in further losses of plant material in medians and rights of way resulting in higher long term costs.

**cc:**

Amy Fortenberry, Director of Parks and Recreation  
Jim Fox, Park Services Manager  
Doug Green, Parks Superintendent

**CITY OF PLANO**  
**BID NO. 2015-78-C**  
**Median and Right-of-Way Landscape Maintenance**  
**BID RECAP**

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**Bid opening Date/Time:** March 16, 2015 @ 10:00 am

**Number of Vendors Notified:** 3351

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

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

**Number of Bids Submitted Responsive to Bid:** 7

Carruthers Landscape Management, Inc.	\$110,000.00
SLM Landscaping & Maintenance Inc	\$116,831.80
DD Mowing	\$144,310.00
Lillard Lawn Commercial Maintenance	\$154,024.00
Good Earth Corporation	\$180,873.58
LawnPros	\$183,862.84
Dyna-Mist	\$346,254.00

**Recommended Vendors:**

Carruthers Landscape Management, Inc.	\$110,000.00
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*Leslie Hooker*

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Leslie Hooker  
Buyer I

*March 16, 2015*

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Date