



# 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:		May 27, 2014			
Department:		Parks and Recreation			
Department Head		Amy Fortenberry			
Agenda Coordinator (include phone #): <b>Leslie Hooker x7204</b>					
<b>CAPTION</b>					
Bid No. 2014-208-C for a one (1) year contract with three (3) City optional one (1) year renewals for Public Building Landscape Maintenance Group 1 for the Parks and Recreation Department to Weldon's Lawn and Tree in the estimated annual amount of \$70,650 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>2013-14; 2014-15; 2015-16; 2016-17</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
Budget		0	368,891	159,825	<b>528,716</b>
Encumbered/Expended Amount		0	-202,739	0	<b>-202,739</b>
This Item		0	-29,300	-159,825	<b>-189,125</b>
BALANCE		0	136,852	0	<b>136,852</b>
<b>FUND(S):     GENERAL FUND</b>					
<p><b>COMMENTS:</b> This item approves price quotes for annual public building landscape maintenance. The estimated FY 2013-14 expenditure for landscape maintenance to be purchased from this contract for the remainder of FY 2013-14 is \$29,300. Future expenditures will be made by Grounds Maintenance Service Districts 3 within the annual approved budget appropriations, at an estimated annual expenditure of \$70,650 for fiscal years 2014-15, 2015-16, and \$18,525 for 2016-17.</p> <p><b>STRATEGIC PLAN GOAL:</b> Contracts for annual landscape maintenance relates to the strategic goal of Financially Strong City with Service Excellence.</p>					
<b>SUMMARY OF ITEM</b>					
Parks and Recreation staff recommends the award of Public Building Landscape Maintenance Group 1 to Weldon's Lawn and Tree in the estimated annual amount of \$70,650.					
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies		
Memo					

Bid Recap	



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Date: May 13, 2014

To: Leslie Hooker, Buyer

From: Michael Vaughan, Park Field Services Supervisor

Subject: Award Recommendation: 2014-208-C - Public Building Landscape Maintenance - Group 1

It is the recommendation of the Parks and Recreation Department to partially award Bid 2014-208-C – Public Building Landscape Maintenance Group 1 to Weldon’s Lawn and Tree. After reviewing the vendor submittals and consulting with work history references, Weldon’s Lawn and Tree appears 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.

This contract constitutes Public building and Park mowing, bed maintenance and litter control at various locations throughout the city. The total bid amount is \$85,950.00, which is approximately \$15,950.00 over budget. The Parks and Recreation Department recommends a partial award of Bid 2014-208-C, which excludes the following services from the contract:

- Coyote Creek Park: Conservation Buffer Zone Maintenance and Shrub Trimming
- Davis Library: Conservation Buffer Zone Maintenance
- Fire Station 1: Quarterly-only Shrub Trimming Rotations
- Fire Station 6: Quarterly-only Shrub Trimming Rotations
- Harrington Park: Conservation Buffer Zone Maintenance
- Liberty Recreation Center: Quarterly-only Shrub Trimming Rotations
- Oak Point Amphitheatre: Mowing/Maintenance
- Parr Library: Conservation Buffer Zone Maintenance
- Prairie Meadow Park: Conservation Buffer Zone Maintenance
- Senior Center: Quarterly-only Shrub Trimming Rotations

The adjusted annual recommended amount for the award of Bid 2014-208-C is \$70,650.00. This amount is \$650.00 over the budgeted amount for this contract, which will be covered by departmental savings. If this contract is not awarded, the Parks and Recreation Department will not be capable of maintaining these locations. As a result, Public Building and Park landscaping will become non-compliant with basic Plano standards for turf and landscape bed maintenance.

cc:

Jeff Schwartz, Park Operations Superintendent

Jim Fox, Park Services Manager

Amy Fortenberry, Director of Parks and Recreation



*Leslie Hooker*

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Leslie Hooker  
Buyer I

*May 14, 2014*

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Date