



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:		June 8, 2015			
Department:		Parks and Recreation			
Department Head		Amy Fortenberry			
Agenda Coordinator (include phone #): Nancy Corwin 972-941-7137					
CAPTION					
To James Douglas Weldon, Jr., D/B/A Weldon's Lawn and Tree, increasing the contract by \$4,560 for Public Building Landscape Group 3, Change Order No. Two (2). Original Bid No. 2012-240-C; 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:	2014-15; 2015-16	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget		0	378,623	4,560	383,183
Encumbered/Expended Amount		0	-297,815	0	-297,815
This Item		0	-4,560	-4,560	-9,120
BALANCE		0	76,248	0	76,248
FUND(s): GENERAL FUND					
<p>COMMENTS: Funding is available in the Ground Maintenance Services District #3 Budget for this item. This item is a change order to an existing contract. The change order amount is an increase annually of \$4,560 and will bring the total contract price to \$52,348 on an annual basis.</p> <p>STRATEGIC PLAN GOAL: Contracts for annual landscape maintenance relates to the strategic goal of Financially Strong City with Service Excellence.</p>					
SUMMARY OF ITEM					
This contract was administratively awarded August 8, 2012 in accordance with statute. Change Order No. Two (2) will increase the total annual contract value to an amount requiring Council approval.					
List of Supporting Documents: Recommendation Memo			Other Departments, Boards, Commissions or Agencies		



Memorandum

Date: May 19, 2015
To: Diane Palmer-Boeck, Purchasing Manager
From: Jeff Schwartz, Park Operations Superintendent
Subject: Change Order to Contract 2012-240-C

It is the recommendation of the Parks and Recreation Department of the City of Plano to enter into a change order agreement with James Douglas Weldon Jr., D/B/A Weldon's Lawn and Tree to provide additional contractual landscape services for the City of Plano. Public building sites already on a maintenance contract with James Douglas Weldon Jr., D/B/A Weldon's Lawn and Tree received substantial changes to acreage and landscaping due to recent landscape renovations: Courtyard Theatre, Police Academy and Police & Courts facility. The original amount of this contract was \$46,682.75. An initial change order of \$1,105.00 increased the contract amount to \$47,787.75. It is desired by the Parks and Recreation Department to again modify Contract 2012-240-C with an increase of \$4,560.00, for a total annual amount of \$52,347.75.

Should approval be denied, the Parks Department will be forced to absorb these additional areas utilizing in-house staff at the same facility grounds that are currently maintained through contract, which is much less efficient for our organization than contracting the entire site.

Cc
Jim Fox
Amy Fortenberry