



**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:		6/11/2012		
Department:		Purchasing		
Department Head		Diane Palmer- Boeck		
Agenda Coordinator (include phone #): <b>Nicole Griffin ext 7204</b>				
<b>CAPTION</b>				
Bid No. 2012-118-C for a one (1) year contract with three (3) City optional one year renewals for the purchase of Public Grounds Fertilization and Weed Control Service for the Parks and Recreation department to TruGreen LP in the amount of \$71,030 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:	2011-12, 2012-13	Prior Year (CIP Only)	Current Year	Future Years
		0	240,885	34,100
	Encumbered/Expended Amount	0	-187,056	0
	This Item	0	-36,930	-34,100
	BALANCE	0	16,899	0
<b>FUND(S):    GENERAL FUND</b>				
<p><b>COMMENTS:</b> Funding for this item in the amount of \$36,930 is included in the FY 2011-12 Budget, while \$34,100 will be included in the Parks &amp; Recreation Department's FY 2012-13 Proposed Budget and will be spent from approved budget appropriations. The remaining balance for FY 2011-12 will be applied towards contractual services related to landscape maintenance on Plano medians, rights of way and public buildings.</p> <p><b>STRATEGIC PLAN GOAL:</b> Providing for the maintenance of landscapes on medians, rights of way and public buildings relates to the City's goal of Great Neighborhoods - 1st Choice to Live</p>				
<b>SUMMARY OF ITEM</b>				
The Parks and Recreation Staff recommends the bid of TruGreen LP, in an estimated amount of \$71,030 be accepted as the lowest responsive, responsible bid, and conditioned upon timely execution of any necessary contract documents.				
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies	
Bid Recap Memorandum				

# MEMORANDUM

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TO: NICOLE GRIFFIN, BUYER  
FROM: JEFF SCHWARTZ, PARK OPERATIONS SUPERINTENDENT  
DATE: 5/24/2012  
RE: **AWARD RECOMMENDATION - 2012-118-C FERTILIZATION AND WEED CONTROL SERVICES**

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It is the recommendation of the Parks and Recreation Department to partially award Bid 2012-118-C Fertilization and Weed Control Services to Tru Green LP. After reviewing the vendor submittals, and consulting with work history references, Tru Green LP 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.

Tru Green LP is the only bidder for this contract, which includes fertilization and weed control services for the grounds at public building facilities. The Parks Department believes that awarding this bid to the lowest responsive, responsible bidder is in the best interest of the City. A Total of 43 sites were included in the bid that came in at \$98,220.00, which is approximately \$23,000 over budget. Therefore, the Parks and Recreation Department recommends a partial award to Tru Green LP eliminating 11 sites resulting in an award in the amount of \$71,030.00. This amount is approximately \$4,000.00 under the budgeted amount for this contract.

CITY OF PLANO

BID NO. 2012-118-C  
Public Grounds Fertilization and Weed Control Service

BID RECAP

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**Bid opening Date/Time:** May 14, 2012 @ 11:00 am

**Number of Vendors Notified:** 2323

**Vendors Submitting "No Bids":** 1

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

**Number of Bids Submitted Responsive to Bid:** 1

TruGreen LP	\$71,030.00
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**Recommended Vendors:**

TruGreen LP	\$71,030.00
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*Nicole Griffin*

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Nicole Griffin  
Buyer II

*May 14, 2012*

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Date