



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:		6/28/16			
Department:		Parks & Recreation			
Department Head		Amy Fortenberry			
Agenda Coordinator (include phone #): Leslie Hooker x7204					
CAPTION					
Bid No. 2016-0233-C for a one (1) year contract with two (2) one-year City optional renewals for Neighborhood Parks Site Litter Removal for the Parks and Recreation Department to Premier Building Maintenance, Inc. in the estimated amount of \$133,224 for the first year, and the subsequent renewals in the estimated annual amounts of \$136,344 for the second year and \$138,996 for the third year for an estimated total contract amount of \$408,564, 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:	2015-16 thru 2018-19	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget	0	1,473,552	375,258	1,848,810	
Encumbered/Expended Amount	0	-1,351,623	0	-1,351,623	
This Item	0	-33,306	-375,258	-408,564	
BALANCE	0	88,623	0	88,623	
FUND(S): GENERAL FUND					
<p>COMMENTS: Funding for this item is available in the 2015-16 Park Field Services budget and is anticipated in future years. This one year contract with two one-year renewal options, with a total projected cost of \$408,564 including both renewal options, will leave a current year balance of \$88,623. Future year expenditures from this contract will occur within Plano City Council approved appropriations.</p> <p>STRATEGIC PLAN GOAL: Obtaining litter removal services for neighborhood parks relates to the City's goals of Great Neighborhoods - 1st Choice to Live and a Financially Strong City with Service Excellence..</p>					
SUMMARY OF ITEM					
See recommendation memo.					
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies		
Recommendation Memo					
Bid Recap					



Memorandum

Date: Wednesday, June 08, 2016
To: Diane Palmer-Boeck, Director of Procurement and Project Management
From: Michael Darr, Field Service Supervisor
Subject: Award Recommendation: 2016-0233-C- Neighborhood Park Litter Removal

It is the recommendation of the Plano Parks and Recreation Department to award 2016-0233-C-Neighborhood Parks Litter Removal Service to the low bidder, Premier Building Maintenance, Inc. Premier Building Maintenance, Inc. met all specifications, and is both responsive and responsible in accomplishing the service demands of this agreement. This is a one (1) year contract with two (2) one-year renewal options. The expected expenditure each year for this contract is as follows: \$33,306 for FY 2015-16, \$134,004 for FY 2016-17, \$137,007 for FY 2017-18, and \$104,247 for FY 2018-19. The overall expenditure, including all three years, totals \$408,564 and is within the budgeted amount for this contract.

This annual contract is necessary to routinely collect and remove park-user generated and non-specific occurring site and receptacle litter from fifty-eight neighborhood parks and along trails citywide.

Non-approval of this contract would result in a considerable increase of litter in neighborhood parks and along trails. This would lead to an immediate overall decline in appearance of park properties as well as result in a significant increase in the amount of litter that is allowed to enter the city's storm water system.

CC: Doug Green, Parks Operations Superintendent
Pam Kirkland, Purchasing Agent
Kellie Boyer, Purchasing Manager

CITY OF PLANO
BID NO. 2016-0233-C
Neighborhood Park Site Litter Removal
BID RECAP

Bid opening Date/Time: May 13, 2016 @ 10 am

Number of Vendors Notified: 1815

Vendors Submitting "No Bids": 0

Bids Evaluated Non-Responsive to Specifications: 0

Number of Bids Submitted Responsive to Bid: 5

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Total Offer</u>
Premier Building Maintenance, Inc.	\$133,224.00	\$136,344.00	\$138,996.00	\$408,564.00
Encore Commercial Services, Inc.	\$141,960.00	\$143,208.00	\$144,456.00	\$429,624.00
Lillard Lawn Commercial Maintenance	\$155,602.20	\$155,521.08	\$155,422.80	\$466,546.08
Lawn Star Landscape	\$158,028.00	\$158,059.20	\$158,059.20	\$474,146.40
RG Talent Solutions, LLC	\$257,479.56	\$254,538.96	\$258,350.04	\$770,368.56

Recommended Vendors for award:

	<u>Year 1</u>	<u>Year 2</u>	<u>Year 3</u>	<u>Total Offer</u>
Premier Building Maintenance, Inc.	\$133,224.00	\$136,344.00	\$138,996.00	\$408,564.00

Leslie Hooker

May 13, 2016

Leslie Hooker
Buyer I

Date