



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:		August 25, 2014			
Department:		Parks and Recreation			
Department Head		Amy Fortenberry			
Agenda Coordinator (include phone #): Leslie Hooker x7204					
CAPTION					
Bid No. 2014-235-C for a one (1) year contract with three (3) City optional one (1) year renewals for Outdoor Litter Removal and Restroom Maintenance for the Parks and Recreation Department to Worldwide Enterprises Inc. dba James Enterprise in the estimated annual amount of \$78,965, to Lillard Lawn and Landscape in the estimated annual amount of \$83,664, to Premier Building Maintenance Inc. in the estimated annual amount of \$83,117 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:	2013-14; 2014-15; 2015-16; 2016-17; 2017-18	Prior Year (CIP Only)	Current Year	Future Years	TOTALS
Budget		0	1,036,763	962,505	1,999,268
Encumbered/Expended Amount		0	-904,213	0	-904,213
This Item		0	-20,479	-962,505	-982,984
BALANCE		0	112,071	0	112,071
FUND(S): GENERAL FUND					
<p>COMMENTS: This item approves price quotes for annual outdoor litter removal and restroom maintenance. The estimated FY 2013-14 expenditure for outdoor litter removal and restroom maintenance to be purchased from this contract for the remainder of FY 2013-14 is \$20,479. Future expenditures will be made by Park Field Services within the annual approved budget appropriations, at an estimated annual expenditure of \$245,746 for fiscal years 2014-15, \$245,746 for 2015-16, \$245,746 for 2016-17 and \$225,267 for 2017-18.</p> <p>STRATEGIC PLAN GOAL: Contracts for annual outdoor litter removal and restroom maintenance relates to the strategic goal of Financially Strong City with Service Excellence.</p>					
SUMMARY OF ITEM					
Parks and Recreation staff recommends the award of Outdoor Litter Removal and Restroom Maintenance to Worldwide Enterprises Inc. dba James Enterprise in the estimated annual amount of \$78,965, to Lillard Lawn and Landscape in the estimated annual amount of \$83,664 and to Premier Building Maintenance Inc. in the estimated annual amount of \$83,117.					



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



Memorandum

Date: Wednesday, August 06, 2014

To: Leslie Hooker, Buyer

From: Matthew Simmons, Field Services Supervisor

Subject: Award Recommendation: 2014-235-C - Groups A, B, & C – Outdoor Litter Removal and Restroom Maintenance Contract.

James Enterprise is recommended for award of bid 2014-235-C - Group A in the estimated amount of \$63,965 with a total annual estimated contract amount of \$78,965 (which includes the bid price plus optional contract services for unforeseen/unplanned projects and services). This contract is for Outdoor Litter Removal and Restroom Maintenance at multiple high use parks and athletic fields throughout the city. Total future costs for 3 annual city optional renewals will be \$236,895.

Lillard Lawn and Landscape is recommended for award of bid 2014-235-C - Group B in the estimated amount of \$68,664 with a total annual estimated contract amount of \$83,664 (which includes the bid price plus optional contract services for unforeseen/unplanned projects and services). This contract is for Outdoor Litter Removal and Restroom Maintenance at multiple high use parks and athletic fields throughout the city. Total future costs for 3 annual city optional renewals will be \$250,992.

Premier Building Maintenance Inc. is recommended for award of bid 2014-235-C - Group C in the estimated amount of \$68,117 with a total annual estimated contract amount of \$83,117 (which includes the bid price plus optional contract services for unforeseen/unplanned projects and services). This contract is for Outdoor Litter Removal and Restroom Maintenance at multiple high use parks and athletic fields throughout the city. Total future costs for 3 annual city optional renewals will be \$249,351.

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 similar scope and size.
- equipment list dedicated to the contract sufficient to meet demanding deadlines in the care of high use parks and athletic fields

In addition to general litter collection and restroom maintenance, the Parks and Recreation Department plans to use the services of James Enterprise, Lillard Lawn and Landscape, and Premier Building Maintenance Inc. for unplanned and unforeseen projects and services that may include providing staff for special events and athletic tournaments as well as additional litter and sanitation services as needed on an annual basis utilizing optional unit pricing provided in bid 2014-235-C.

If the contract is not awarded, high use parks and athletic fields will not receive litter or restroom service as often as needed causing potential restroom or park closures and creating unsanitary conditions which would fail to meet basic community standards for cleanliness, health, and welfare.

cc:

Amy Fortenberry, Director of Parks and Recreation

Jim Fox, Park Services Manager

Doug Green, Parks Superintendent

CITY OF PLANO
BID NO. 2014-235-C
Outdoor Litter Removal and Restroom Maintenance Contract
BID RECAP

Bid opening Date/Time: August 1, 2014 @ 10:00 am

Number of Vendors Notified: 2672

Vendors Submitting "No Bids": 0

Bids Evaluated Non-Responsive to Specifications: 0

Number of Bids Submitted Responsive to Bid: 3

Premier Building Maintenance Inc. (Bid 78/78)	\$220,667.00
Lillard Lawn and Landscape (Bid 78/78)	\$227,113.00
Worldwide Enterprises Inc. dba James Enterprise (Bid 78/78)	\$244,920.00

<u>Recommended Vendors:</u>	<u>Group</u>	
Premier Building Maintenance Inc.	C	\$68,117.00
Lillard Lawn and Landscape	B	\$68,664.00
Worldwide Enterprises Inc. dba James Enterprise	A	\$63,965.00

Leslie Hooker

August 1, 2014

Leslie Hooker
Buyer I

Date