



Staff Report

Annual Requirements Contract of Landscape Bed Maintenance and Beautification, Project 22-0080

City Council Meeting Date: 06-28-2022

Action Being Considered: Minute Order

RECOMMENDATION

Authorize the City Manager or his designee to execute an annual requirements contract of landscape bed maintenance and beautification with MG Lawn and Landscape, LLC, of Fort Worth, Texas, in the estimated amount of \$182,807. MG Lawn and Landscape, LLC, is not an MWBE firm.

PRIOR BOARD OR COUNCIL ACTION

None.

ANALYSIS

This contract is for landscape bed maintenance and beautification. This contract will include landscape maintenance associated with ornamental landscape beds, such as mulching, weeding, fertilization, and pruning.

Bid closed:	June 2, 2022 at 2:00 p.m.
Vendors notified through Supplier Portal:	701
MWBE vendors notified through Supplier Portal:	173
Vendors responding to bid request:	3
MWBE vendors responding to bid request:	1
Original contract term:	One year/four, one-year renewal options
Current term:	July 1, 2022 – June 30, 2023
MWBE:	No
Procurement Method:	Lowest Responsive, Responsible Bid

VENDOR	MWBE	Classification	TOTAL
MG Lawn and Landscape, LLC	NO	N/A	\$182,807
*GreenList Services	Yes	BL	\$8,268
Hoot's Lawn Care, LLC	No	N/A	\$490,960

*Non-Responsive, vendor confirmed incorrect pricing.

The Office of Business Diversity placed a 10% MWBE Contract Specific Goal on this project. MG Lawn and Landscape, LLC submitted a Good Faith Effort checklist (GFE) with supporting documentation, which is in accordance with the City's MWBE Policy.

FINANCIAL IMPACT

MG Lawn and Landscape, LLC, returned the most responsive bid for a total estimated amount of \$182,807. The contract term is for one year and will be reviewed annually to determine subsequent renewal terms. The projected financial impact for this contract term is as follows:

FY 2022
\$45,701.75

FY 2023
\$137,105.25

FY 2024
\$0

Funds are budgeted in Forestry and Beautification Account No. CC502705-SC0533 and subject to FY2023 budget approval.

ADDITIONAL INFORMATION

Attached:	None
Under separate cover:	None
Available in the Purchasing Division:	Bid file
Form 1295:	Requested
MWBE:	No

STAFF CONTACT(S)

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