



Staff Report

Two-Year Requirements Contract for Grounds Maintenance of Neighborhood and Community Parks, Project 23-0012

City Council Meeting Date: 12-13-2022 | Action Being Considered: Minute Order

RECOMMENDATION

Authorize the City Manager or his designee to execute a two-year requirements contract for grounds maintenance of neighborhood and community parks with Whitmore & Sons, Inc., of Bedford, Texas, in the estimated amount of \$1,340,992. Whitmore & Sons, Inc., is not a MWBE firm.

PRIOR BOARD OR COUNCIL ACTION

On September 6, 2022, City Council approved Resolution No. 22-248 authorizing the competitive sealed proposal procurement method for grounds maintenance of neighborhood and community parks.

ANALYSIS

This contract is for weekly grounds maintenance of 66 neighborhood and community parks, including mowing, trimming, edging and litter removal services. City staff will be responsible for monitoring contractor performance on a daily basis to ensure compliance with maintenance standards and specifications.

Proposals closed:	October 6, 2022, at 2:00 p.m.
Vendors notified through IonWave:	735
MWBE Vendors Notified through IonWave:	188
Vendors responding to bid request:	5
MWBE Vendors responding to bid request:	2
Original contract term:	Two year/two, two-year renewal options
Current term:	January 1, 2023 – December 31, 2024
MWBE:	No
Procurement Method:	Request for Proposals

Vendor	MWBE	Operational Plan (40 points)	Experience/References (30 points)	Price (30 points)	Score
Whitmore and Sons, Inc.	N/A	33.20	21.40	30	84.60
Lawn Patrol Services, Inc.	BL	32.00	20.40	23.30	75.70
Abescape Group, LLC	HI	21.80	22.60	19.06	63.46
MG Lawn and Landscape, LLC	N/A	23.80	23.60	12.08	59.48
SRH Landscapes, LLC	N/A	24.80	17.60	14.60	57.00

Name of Prime Vendor	Whitmore & Sons, Inc.
Total Contract Value	\$1,340,992
Prime Vendor's M/WBE Status	None
Dollar Amount of Prime Vendor's Self-Performance	\$1,201,272
Percentage Amount of Prime Vendor's Self-	89.58%

Performance	
Name of Subcontractor (1)	GreenList Services, LLC
Subcontractor's MWBE Status	BL
Dollar Amount Subcontract	\$139,720
Percentage Amount of Subcontract	10.42%
Total MWBE Participation	\$139,720 (10.42%)

Office of Business Diversity (OBD) placed a 10% Contract Specific Goal for this project. Whitmore & Sons, Inc., has agreed to utilize 10.42% subconsultant participation, meeting the City's MWBE Policy.

FINANCIAL IMPACT

In accordance with Local Government Code 252.042, the bid was awarded based on proposals relative to overall score of price, operational planning and experience, in addition to meeting the needs of the department to ensure the critical work of maintaining city properties is completed on time.

The contract term is for two-years and will be reviewed annually to determine subsequent renewal terms. The projected financial impact for this contract term is as follows:

<u>FY 2023</u>	<u>FY 2024</u>	<u>FY 2025</u>
\$1,005,742	\$335,250	\$0

Funds are budgeted in Field Maintenance Account No. CC502702-SC0602 and subject to FY2024 budget approval.

ADDITIONAL INFORMATION

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

STAFF CONTACT(S)

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