



# Staff Report

## Two-Year Requirements Contract for Bi-Weekly Grounds Maintenance of City-Owned Properties, Project 23-0019

City Council Meeting Date: 01-24-2023 | Action Being Considered: Minute Order

### **RECOMMENDATION**

Authorize the City Manager or his designee to execute a two-year requirements contract for bi-weekly grounds maintenance of City-owned properties with Other Shore Production, LLC DBA Back to Eden Lawn Service, of Hurst, Texas, in the estimated amount of \$193,662. Other Shore Production, LLC DBA Back to Eden Lawn Service is a MWBE firm.

### **PRIOR BOARD OR COUNCIL ACTION**

None.

### **ANALYSIS**

This contract is for the bi-weekly grounds maintenance of linear park properties, including mowing, trimming, edging, and litter removal. Mowing services will be provided on 20 bi-weekly cycles during the months of March through November with 6 additional litter removal cycles provided during the months of December through February.

Proposals closed:	October 20, 2022, at 2:00 p.m.
Vendors notified through IonWave:	742
MWBE Vendors Notified through IonWave:	190
Vendors responding to bid request:	5
MWBE Vendors responding to bid request:	3
Original contract term:	Two year/two, two-year renewal options
Current term:	February 1, 2023 – January 31, 2025
MWBE:	Yes -BL
Procurement Method:	Request for Proposals

Vendor	MWBE	Operational Plan (40 points)	Experience/ References (30 points)	Price (30 points)	Score
<b>Other Shore Production, LLC DBA Back to Eden Lawn Service</b>	<b>BL</b>	<b>27.75</b>	<b>15.50</b>	<b>30</b>	<b>73.25</b>
Lawn Patrol Services, Inc.	BL	34.75	24.25	12.35	71.35
MG Lawn and Landscape, LLC	N/A	21.50	21.25	18.46	61.21
Terry Rutland	N/A	26.25	22.00	10.92	59.17
Abescape Group, LLC	HI	21.50	23.75	12.20	57.45

An evaluation team comprised of City staff evaluated and scored the submittals based on weighted criteria, operational plan, experience, and references.

<b>Name of Prime Vendor</b>	<b>Other Shore Production, LLC DBA Back to Eden Lawn Service</b>
Total Contract Value	\$193,662
Prime Vendor's M/WBE Status	BL
Dollar Amount of Prime Vendor's Self-Performance	\$193,662
Percentage Amount of Prime Vendor's Self-Performance	100%
<b>Total MWBE Participation</b>	<b>\$193,662 (100%)</b>

Office of Business Diversity (OBD) placed a 10% contract specific goal for this project. Other Shore Production, LLC DBA Back to Eden Lawn Service, will be exceeding the goal as an MWBE Prime, 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 every two-years to determine subsequent renewal terms. The projected financial impact for this contract term is as follows:

<u>FY 2023</u> \$129,108	<u>FY 2024</u> \$64,554	<u>FY 2025</u> \$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: Yes - BL

**STAFF CONTACT(S)**

James Orloski, Director Parks & Recreation 817-459-5479 <a href="mailto:James.Orloski@arlingtontx.gov">James.Orloski@arlingtontx.gov</a>	Jessica Santiago Purchasing Agent 817-459-6305 <a href="mailto:Jessica.Santiago@arlingtontx.gov">Jessica.Santiago@arlingtontx.gov</a>	April Nixon Director of Finance 817-459-6345 <a href="mailto:April.Nixon@arlingtontx.gov">April.Nixon@arlingtontx.gov</a>
---	--	--