

## A G E N D A



## Recommendation for Council Action (Purchasing)

Austin City Council	Item ID:	12923	Agenda Number	55.
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Meeting Date:	March 22, 2012
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Department:	Purchasing
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## Subject

Authorize award and execution of a six 6-month service contract with TEXAS LAWN & LANDSCAPE SERVICES, or one of the other qualified bidders for IFB-BV No. CB30066, to provide grounds maintenance mowing service for the Parks and Recreation Department's Zones 7 and 10, in amounts not exceed \$26,982 respectively with four 12-month extension options in estimated amounts not to exceed \$53,956 per extension option, for total estimated contract amounts not to exceed \$242,806.

## Amount and Source of Funding

Funding in the amount of \$26,982 is available in the Fiscal Year 2011-2012 Operating Budget of the Parks and Recreation Department Fund. Funding for the remaining extension options is contingent upon available funding in future budgets.

## Fiscal Note

There is no unanticipated fiscal impact. A fiscal note is not required.

Purchasing Language:	Lowest evaluated bid of six bids received.
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Prior Council Action:	
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For More Information:	Cruz Banda, Buyer II/974-2133
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Boards and Commission Action:	
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MBE / WBE:	This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting opportunities were identified; therefore, no goals were established for this solicitation.
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Related Items:	This contract will be awarded in compliance with Chapter 2-9C of the City Code (Minority-Owned and Women-Owned Business Enterprise Procurement Program). No subcontracting
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opportunities were identified; therefore, no goals were established for this solicitation.

#### Additional Backup Information

This contract is for landscape maintenance service for the Parks and Recreation Department (PARC) on approximately 174 acres of parks, greenbelts, and other public property throughout the City. The Parks and Recreation Department parks are divided into 10 zones, this project is for Zone 7 and 10 only.

The Contractor will be responsible for mowing, edging and trash pick-up around all park areas listed in each zone. Contractor will provide its own equipment to perform the work. The Contractor and the Parks & Recreation Department will meet to schedule the cycle of service and ensure Ozone Action Days are adhered to.

As part of the City's Responsible (Green) Purchasing Program, and in order to determine the best value to the City, bid evaluation criteria includes cost, a list of alternative fuel equipment that will be used on City property, and documented knowledge of landscaping best practices that reduce green-house gas emissions and water use. Additionally, this contract represents an implementation of landscaping best practices and a scope of work ensuring that hazardous chemicals are avoided and not allowed to pollute the City's waterways and watershed.

An evaluation team of City of Austin employees with Grounds Maintenance expertise evaluated and chose this bid as the best to provide these services. Evaluation Criteria included: Cost, Equipment List and Company and Employee Certifications, Education and Experience.

PARC has been utilizing mowing contractors in our operations for the past several years to provide flexibility during peak season and to augment PARC staff to meet high demand. Mowing is not a year round activity so we only use contractors when we can't keep up with the mowing demand during peak season. In addition to regular mowing activities, PARC staff are used for other projects such as support for construction assignments, working on trails, special events, cleaning restrooms, litter removal and many other special assignments.

Contract mowers are assigned the least difficult parks with fewer obstructions and perform a basic service of mowing with a minimal amount of trimming. PARC staff mow the smaller parks which are much greater in number. In addition, PARC staff perform a higher level of service in the parks, around restrooms, play grounds, tennis courts and other amenities. As a result the cost per acre is higher due to increased mobilization costs, i.e. travel time, loading and unloading of various types of equipment. If these tasks were assigned to our contractors the cost per acre would be comparable or higher. There are cost savings to the department resulting from not needing to purchase as much equipment and carry the costs of maintenance as well as the labor associated with year round employees. It is necessary to have a mix of contractors and PARC staff for the many assignments given to PARC and quality service for our citizens.

In general the cost for mowing with PARC staff is approximately \$32.86 an acre and the cost for contract mowing is approximately \$28 per acre depending on the size, location and equipment; some zones are more expensive due to travel.

With approval of this contract, we would have 4 separate contractors available that are assigned to each of the 10 zones, which have been assigned through the bids. Again, these contractors only mow these specific areas at the request of the District Manager when we have high mowing demand and our in-house crews can't meet the demand during the peak times of late spring and early summer. Our department uses approximately \$250,000 a year in the services of these mowing contracts.

**BID TABULATION**  
**IFBBV NO. CB30066**  
 Grounds Maintenance Mowing Service

<b><u>VENDOR</u></b>	<b><u>TOTAL BID ZONE 7</u></b>	<b><u>TOTAL BID ZONE 10</u></b>
<b>TEXAS LAWN &amp; LANDSCAPE SERVICES</b> Sugar Land, TX	\$28,559.26	\$25,396.16
Red & White Greenery Georgetown, TX	\$39,488.04	\$34,422.08
Maldonado Nursery & Landscaping San Antonio, TX (MBE /MB)	\$40,799.00	\$36,277.00
Truegreen Landcare Austin, TX	\$48,733.88	\$36,652.03
Greater Texas Landscapes Austin, TX	\$69,341.68	\$55,169.45
*Great Western Corporation Austin, TX		
*Valley Crest Landscape Austin, TX		
** Advance Landscape Austin, TX		

\*Non-Responsive. Did not submit the correct bid sheet.

\*\*Withdraw Bid due to unit price were incorrect.

A bid tab is on file in the Purchasing Office and is on the City of Austin, FASD Purchasing Office website.

#### **PRICE ANALYSIS**

- a. Adequate Competition.
- b. One hundred and fifty notices were sent including fifteen MBE and five WBE firms. Six bids were received, one of which were from MBE firms. No WBE firms responded.
- c. The pricing offered for Zone 7 represents a 35% decrease and Zone 10 represents a 77% increase from the contract awarded in June 2010.

#### **APPROVAL JUSTIFICATION**

- a. Best evaluated bidder.
- b. The Purchasing Office concurs with Parks and Recreation Departments recommended award.
- c. Advertised in the Austin American-Statesman and the Internet.