

Mayor and Council Communication

DATE: 09/24/19

M&C FILE NUMBER: M&C 19-0177

LOG NAME: 13P19-0000011 HOT SPOT MOWING CC PARD

SUBJECT

Authorize Execution of Non-Exclusive Agreements with Prestige Worldwide Services, LLC, Cedric Carson and Civilian Division, LLC dba GI-Mow for Grounds Maintenance and Mowing Services for Hot Spot Mowing in an Annual Amount Up to \$920,000.00 and Authorize Four Annual Renewal Options for the Park and Recreation Department (ALL COUNCIL DISTRICTS)

RECOMMENDATION:

It is recommended that the City Council authorize execution of non-exclusive agreements with Prestige Worldwide Services, LLC, Cedric Carson, and Civilian Division, LLC dba GI-Mow for grounds maintenance and mowing services for Hot Spot Mowing in an Annual Amount Up to \$920,000.00 and authorize four annual renewal options for the Park and Recreation Department.

DISCUSSION:

The Park & Recreation Department approached the Purchasing Division to finalize annual agreements for grounds maintenance and mowing services throughout the City of Fort Worth for areas that need immediate services. In order to procure these services, Staff issued an Invitation to Bid (ITB). The ITB consisted of detailed specifications listing the frequency, quality, and type of mowing and grounds maintenance to be performed.

The ITB was advertised in the [Fort Worth Star-Telegram](#) on June 27, 2019, July 3, 2019, July 5, 2019, July 10, 2019 and July 17, 2019. The City received three bids. Two pre-bid conferences were held on July 3, 2019 and July 8, 2019.

Bids were evaluated on best value criteria including price, equipment/staff requirements, bidder performance and bidder's past relationship with the City. Staff from the Park & Recreation Department evaluated the bids submitted and recommends awarding one-year, non-exclusive agreements to Prestige Worldwide Services, LLC, Cedric Carson and Civilian Division, LLC dba GI-Mow, along with four one-year options to renew. No guarantee was made that a specific amount of these services will be purchased. The bid amount for the Park & Recreation Department's annual requirements is up to \$920,000.00. This amount will also ensure that as other locations are added, funding for grounds maintenance will be available. In addition, an administrative change order or increase may be made by the City Manager up to the amount allowed by relevant law and the Fort Worth City Code and does not require specific City Council approval as long as sufficient funds have been appropriated. .

M/WBE OFFICE - A waiver of the goal for MBE/SBE subcontracting requirements was requested by the Purchasing Division and approved by the M/WBE Office, in accordance with the BDE Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

Upon City Council approval, the Agreement shall begin upon execution of the Agreement and shall end one year from that date.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendations, funds are available in the current operating budget, as appropriated, of the General Fund and that, prior to an expenditure being made, the participating department has the responsibility to validate the availability of funds.

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