

Mayor and Council Communication

DATE: 06/27/23

M&C FILE NUMBER: M&C 23-0553

LOG NAME: 13P ITB 23-0048 PLANT BED MAINTENANCE SERVICES AW WTR

SUBJECT

(ALL) Authorize Execution of an Agreement with BrightView Landscape Services, Inc. for Plant Bed Maintenance Services for the Water Department in an Annual Amount Up to \$150,000.00 for the Initial Term and Authorize Four, One-Year Renewals in the Amount of \$165,000.00 for the First Renewal, \$181,500.00 for the Second Renewal, \$199,650.00 for the Third Renewal, and \$219,615.00 for the Fourth Renewal

RECOMMENDATION:

It is recommended that the City Council authorize execution of an agreement with BrightView Landscape Services, Inc., for plant bed maintenance services for the Water Department in an annual amount up to \$150,000.00 for the initial term and authorize four, one-year renewals in the amount of \$165,000.00 for the first renewal, \$181,500.00 for the second renewal, \$199,650.00 for the third renewal, and \$219,615.00 for the fourth renewal.

DISCUSSION:

The Water Department approached the Purchasing Division for assistance with securing an agreement for plant bed maintenance services on an as-needed basis. Under the proposed agreement, the vendor will provide monthly plant bed maintenance services for the water and wastewater treatment plants. Purchasing issued an Invitation to Bid (ITB) that consisted of specifications including the equipment needed to perform services, the detailed plant bed maintenance services to be performed, the procedures the vendor must follow to verify the services are completed, and the process to reschedule services in the case of inclement weather.

The ITB was advertised in the *Fort Worth Star-Telegram* on March 22, 2023, March 29, 2023, April 5, 2023, April 12, 2023, April 19, 2023, and April 26, 2023. The City received one response.

An evaluation panel consisting of representatives from the Water and Transportation Public Works Departments reviewed and scored the submittal using Best Value criteria. The individual scores were averaged for each of the criteria and the final score is listed in the table below.

Bidder	Evaluation Factors				
	a	b	c	d	Total score
BrightView Landscape Services, Inc.	24.50	14.67	5.33	35.00	79.50

Best Value Criteria:

- a. Contractor's experience and references
- b. Contractor's ability of plants and equipment to perform services
- c. Contractor's time to respond to service requests
- d. Cost of service

After evaluation, the panel concluded that BrightView Landscape Services, Inc. presented the best value. Therefore, the panel recommends that Council authorize agreement with BrightView Landscape Services, Inc. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendor bid met specifications.

Due to inflation and supply chain concerns, staff recommends the total compensation for each annual renewal term be increased by 10% to ensure the City is able to meet demand. The total compensation for the initial term of the contract shall not exceed \$150,000.00, \$165,000.00 for the first renewal, \$181,500.00 for the second renewal, \$199,650.00 for the third renewal, and \$219,615.00 for the fourth renewal.

FUNDING: The maximum amount allowed under this agreement for the initial term will be \$150,000.00; however, the actual amount used will be based on the need of the department and available budget.

Funding is budgeted in the Other Contractual Services account of the Water and Wastewater Departments rollup within the Water & Sewer Fund.

DVIN-BE: A waiver of the goal for Business Equity subcontracting requirement is approved by the DVIN-BE, in accordance with the Business Equity Ordinance, because the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

AGREEMENT TERMS: Upon City Council approval, this agreement shall begin upon execution and expire one year from that date.

RENEWAL TERMS: This agreement may be renewed for four additional, one-year terms at the amounts authorized through this Mayor & Council Communication. This action does not require specific City Council approval provided that the City Council has appropriated sufficient funds to satisfy the City's obligations during the renewal term.

ADMINISTRATIVE CHANGE ORDER: 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.

A Form 1295 is not required because: This contract will be with a publicly-traded business entity or a wholly-owned subsidiary of a publicly-traded business entity: BrightView Holdings, Inc

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that upon approval of the recommendation, funds are available in the current operating budget, as previously appropriated, in the Water & Sewer Fund. Prior to an expenditure being incurred, the Water Department has the responsibility to validate the availability of funds.

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