

Mayor and Council Communication

DATE: 06/09/26

M&C FILE NUMBER: M&C 26-0470

LOG NAME: 13P26-0036 GRASS SEED, SOD AND INSTALLATION SERVICES LSJ WATER

SUBJECT

(ALL) Authorize Execution of Non-Exclusive Agreements with Civillian Division, LLC. dba GI-Mow, North Texas Hydromulch & Landscape Services, LLC and Greycon Inc for Grass Seed, Sod, and Installation Services for the Water Department in an Annual Amount Up to \$205,000.00 and Authorize Four One-Year Renewals in Escalating Amounts

RECOMMENDATION:

It is recommended that the City Council authorize execution of non-exclusive agreements with Civillian Division, LLC. dba GI-Mow, North Texas Hydromulch & Landscape Services, LLC and Greycon Inc, for grass seed, sod, and installation services for the Water Department in an annual amount up to \$205,000.00 and authorize four, one-year renewals in the amount of \$215,250.00 for the first renewal, \$226,012.50 for the second renewal, \$237,314.85 for the third renewal, and \$249,180.59 for the fourth renewal.

DISCUSSION:

The purpose of this Mayor & Council Communication (M&C) is to authorize execution of non-exclusive agreements with Civillian Division, LLC. dba GI-Mow North Texas Hydromulch & Landscape Services, LLC and Greycon Inc., for grass seed, sod and installation services.

The Water Department approached the Purchasing Division for assistance with securing an agreement for grass seed, sod, and installation services on an as-needed basis. Purchasing issued a Request for Proposal (RFP) No.26-0036 that consisted of detailed specifications and describing the required responsibilities and requirements to provide these services for the City of Fort Worth.

The RFP was advertised in the *Fort Worth Star-Telegram* on February 11, 2026, February 18, 2026 and February 25, 2026. The City received four responses. Harris Son's Quality Lawn Care was deemed non-responsive due to not bidding on any of the required line items.

An evaluation panel consisting of representatives from the Environmental and Water Department reviewed and scored the submittal using Best Value criteria. The individual scores were averaged for each of the criteria and the final scores are listed in the table below.

Bidder	Evaluation Factors					
	a	b	c	d	e	Total score
North Texas Hydromulch & Landscape Services, LLC	0	12	20	20	15	67
Civillian Division, LLC. dba GI-Mow	0	12	20	20	4	56
Greycon Inc.	0	12	15	17.50	6.88	51.23

Best Value Criteria:

- a. Small Business
- b. Contractor's Qualifications and Experience
- c. Contractor's ability to meet the City's need/workload
- d. Technical Approach
- e. Cost of service

After evaluation, the panel concluded that Civillian Division, LLC. dba GI-Mow, North Texas Hydromulch & Landscape Services, LLC and Greycon Inc, presented the best value. Therefore, the panel recommends that Council authorize agreements with Civillian Division, LLC. dba GI-Mow, North Texas Hydromulch & Landscape Services, LLC and Greycon Inc. No guarantee was made that a specific amount of services would be purchased. Staff certifies that the recommended vendors' bids meet specifications.

Due to inflation and supply chain concerns, staff recommends the total compensation for each annual renewal term be increased by 5% to ensure the City is able to meet demand. The total compensation for the initial term of the contracts shall not exceed \$205,000.00 and authorize four, one-year renewals in the amount of \$215,250.00 for the first renewal, \$226,012.50 for the second renewal, \$237,314.85 for the third renewal, and \$249,180.59 for the fourth renewal.

FUNDING: The maximum amount allowed under this agreement for the initial term will be \$205,000.00; however, the actual amount used will be based on the needs of the department and available budget.

Funding is budgeted in the General Operating & Maintenance category in the Water & Sewer Fund for the Water Department..

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

SMALL BUSINESS: In accordance with the City's Small Business Ordinance, the City has established a 30% Small Business goal for this solicitation/contract. No vendor met the criteria to achieve this goal. Therefore, the responses were evaluated based on the remaining best value criteria.

RENEWAL TERMS: This agreement may be renewed for four additional, one-year terms at the amounts authorized through this M&C. 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.

This will serve ALL COUNCIL DISTRICTS.

FISCAL INFORMATION / CERTIFICATION:

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

<u>Submitted for City Manager's Office by:</u>	Reginald Zeno	8517
	Jesica McEachern	5804
<u>Originating Business Unit Head:</u>	Reginald Zeno	8517
	Christopher Harder	5020
<u>Additional Information Contact:</u>	Brandy Hazel	8087
	La'Kita Slack-Johnson	8314