

City of Fort Worth, Texas

# Mayor and Council Communication

DATE: 11/30/21 M&C FILE NUMBER: M&C 21-0887

LOG NAME: 13P21-0096 ALLEYWAY MAINTENANCE CC NSD

SUBJECT

(ALL) Authorize Non-Exclusive Agreements with Lawn Patrol Service, Inc. and Leon's Landscaping for Alleyway Maintenance in a Combined Annual Amount Up to \$1,670,000.00 and Authorize Four Annual Renewals Options for the Same Amount for the Neighborhood Services Department

RECOMMENDATION:

It is recommended that the City Council authorize non-exclusive agreements with Lawn Patrol Service, Inc., and Leon's Landscaping for alleyway maintenance in a combined annual amount up to \$1,670,000.00 and authorize four annual renewals options for the same amount for the Neighborhood Services Department.

DISCUSSION:

The Neighborhood Services Department (NSD) requested that Purchasing issue an Invitation to Bid (ITB) for Agreements to procure alleyway maintenance services. These Agreements will provide cleanup, grading and grounds maintenance of City alleys. These services will enhance the appearance of City neighborhoods, minimize criminal activity and reduce illegal dumping issues.

The ITB consisted of detailed specifications listing the frequency, quality and type of cleanup and grounds maintenance to be performed at the alley locations. The specifications required the vendors to remove debris and rubbish from alleys before providing grounds maintenance. The ITB was advertised in the *Fort Worth Star-Telegram* on June 23, 2021, June 30, 2021, July 7, 2021, July 14, 2021, and July 21, 2021. The City received three bids.

Bids were evaluated on Best Value criteria including cost, the Contractor's qualifications, experience, references, availability of resources to provided services and their approach to perform services. Staff from Park and Recreation and NSD evaluated the bids submitted and recommends awarding a one-year agreement to Lawn Patrol Service, Inc. and Leon's Landscaping along with four one-year options to renew. No guarantee was made that a specific amount of these services will be purchased.

BUSINESS EQUITY: A waiver of the goal for M/WBE subcontracting requirements is approved by the Diversity and Inclusion Department, in accordance with Ordinance No. 225165-10-2021 (the Business Equity Ordinance), because the application of the purchase of goods or services is from sources where subcontracting or supplier opportunities are negligible.

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.

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

RENEWAL OPTIONS - Each agreement may be renewed for four (4) additional one-year renewal periods. 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.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are available in the current operating and capital budget, as previously appropriated, in the General Fund and the General Capital Projects Fund for the Alleyway Maintenance project to support the approval of the above recommendation and award of the agreements. Prior to any expenditure being incurred, the Neighborhood Services Department has the responsibility to validate the availability of funds.

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