



# Staff Report

## Annual Requirements Contract for Fertilizers, Herbicides, and Insecticides, Project 22-0064

City Council Meeting Date: 03-29-2022

Action Being Considered: Minute Order

### **RECOMMENDATION**

Authorize the City Manager or his designee to execute an annual requirements contract for fertilizer, herbicide, and insecticides with Helena Agri-Enterprises, LLC, of Greenville, Texas, in the estimated amount of \$381,788.45. Helena Agri-Enterprises, LLC, is not an MWBE firm.

### **PRIOR BOARD OR COUNCIL ACTION**

None.

### **ANALYSIS**

This contract is for the supply of bagged or bulk fertilizers, herbicides and insecticides for the City's parks, golf courses, and other properties. The fertilizers and micronutrients are used to maintain the grounds. The herbicides and insecticides are used for weeds and pest control. Both the fertilizers and herbicides will be purchased on an as-needed basis.

Bid closed:	February 10, 2022 at 2:00 p.m.
Vendors notified through IonWave:	724
MWBE Vendors Notified through IonWave:	166
Vendors responding to bid request:	6
MWBE Vendors responding to bid request:	0
Original contract term:	One year/four, one-year renewal options
Current term:	April 1, 2022 – March 31, 2023
MWBE:	No
Procurement Method:	Lowest Responsive, Responsible Bidder

Vendor	MWBE	Total Lines Bid	Total
<b>Helena Agri-Enterprises, LLC</b>	<b>No</b>	<b>41</b>	<b>\$381,788.45</b>
Justin Seed Co.	No	6	\$86,572.00
MicroLife Fertilizer	No	4	\$119,375.00
Winfield United	No	27	\$275,478.60
Harrell's, LLC	No	32	\$352,495.97
Simplot Turf & Horticulture	No	39	\$438,453.50

### **FINANCIAL IMPACT**

Helena Agri-Enterprises, LLC, returned the most responsive bid, since they bid on all bid lines, for a total estimated amount of \$381,788.45. The contract term is for one year and will be reviewed annually to determine subsequent renewal terms. The projected financial impact for this contract term is as follows:

FY 2022  
\$190,894.22

FY 2023  
\$190,894.23

FY 2024  
\$0

Funds are budgeted in various Parks & Recreation Departmental accounts, and subject to FY2023 budget approval.

**ADDITIONAL INFORMATION**

Attached:	None
Under separate cover:	None
Available in the Purchasing office:	Bid file
Form 1295:	Requested
MWBE:	No

**STAFF CONTACT(S)**

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