



Staff Report

Annual Requirements Contract for Grounds Maintenance for Water Treatment and Remote Sites, Project 22-0121

City Council Meeting Date: 08-02-2022 | Action Being Considered: Minute Order

RECOMMENDATION

Authorize the City Manager or his designee to execute an annual requirements contract for grounds maintenance of the water treatment and remote sites with Hoots Lawn Care, LLC, of Burleson, Texas, in the estimated amount of \$53,969. Hoots Lawn Care, LLC, is not an MWBE firm.

PRIOR BOARD OR COUNCIL ACTION

None.

ANALYSIS

This contract is for maintaining the grounds for 25 remote water utility locations for the Arlington Water Utilities Department. A grounds maintenance cycle includes mowing, trimming, edging, and litter removal. An estimated 26 mowing cycles are included in the bid specifications over the 12-month contract period.

Bid closed:	June 2, 2022 at 2:00 p.m.
Vendors notified through IonWave:	559
MWBE Vendors Notified through IonWave:	147
Vendors who viewed bid:	19
MWBE Vendors who viewed bid:	5
Vendors responding to bid request:	2
MWBE Vendors responding to bid request:	0
Original contract term:	One year/two one-year renewals
Current term:	August 1, 2022 – July 31, 2023
MWBE:	No
Procurement Method:	Sealed Bid - Best Value

An evaluation team evaluated and scored the submittals based on a weighted criterion including operational planning, company profile/ references, and pricing:

VENDOR	MWBE/ Classification	Operational Plan & Company References (Maximum 70)	Price (Maximum 30)	Score
Hoots Lawn Care, LLC Burleson, TX	No/ N/A	51	30	81.00
MG Lawn and Landscape Fort Worth, TX	No/ N/A	62	10	72.00

Name of Prime Vendor	Hoots Lawn Care, LLC
Total Contract Value	\$53,969
Prime Vendor's M/WBE Status	N/A
Dollar Amount of Prime Vendor's Self-Performance	\$53,969
Percentage Amount of Prime Vendor's Self-Performance	100%
Total MWBE Participation	\$53,969 (0%)

The Office of Business Diversity (OBD) has placed a 10% MWBE goal on this contract. Hoots Lawn Care, LLC, is currently pending certification from Women's Business Council - Southwest (WBCSW). OBD will monitor their certification status and will assist, as needed, with their efforts in meeting the MWBE contract specific goal.

FINANCIAL IMPACT

In accordance with Local Government Code 252.043, the bid was awarded based on best value criteria. Upon completion of the evaluation process by the Procurement Division and Arlington Water Utilities Department, Hoots Lawn Care, LLC, presented the best value for the City for Ground maintenance of the water treatment and remote sites in an estimated amount of \$53,969. 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
\$25,984

FY 2023
\$25,985

FY 2024
\$0

Funds are budgeted in the Water Treatment Maintenance of Facilities and Grounds Account No. CC620102-SC0587 and subject to FY2023 budget approval.

ADDITIONAL INFORMATION

Attached:	None
Under Separate Cover:	None
Available in the Purchasing Division:	Bid file
Form 1295:	Requested
MWBE:	No

STAFF CONTACT(S)

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