



AGENDA MEMORANDUM

Future Item for the City Council Meeting of March 08, 2016

Action Item for the City Council Meeting of March 29, 2016

DATE: March 08, 2016

TO: Ronald L. Olson, City Manager

FROM: Stacie Talbert, Interim Director of Parks and Recreation
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Service Agreements for Bayfront Parks and Medians Turf and Grounds Maintenance

CAPTION:

Resolution awarding service agreements to the lowest responsible bidder for each acreage group in response to Bid Event No. 82; and authorizing the City Manager or designee to execute all documents related to this bid award totaling up to \$216,279.35. Funds have been budgeted by the Parks and Recreation Departments in FY 2015-2016.

PURPOSE:

These service agreements will provide mowing for the Bayfront Parks and Medians Turf and Grounds Maintenance. Dorame General Repair, Corpus Christi, Texas is the lowest responsible bidder for Group 5 for a total of \$42,012.60 and J&J Lawn & Lot, Corpus Christi, Texas is the lowest responsible bidder for Groups 6, 7 and 8 for a total of \$174,266.75. The grand total for the two service agreements shown above is \$216,279.35 of which \$108,139.67 is required for the remainder of FY 2015-2016. The terms of the contracts will be for twelve months with options to extend for up to four additional twelve-month periods, subject to the approval of the Contractor and the City Manager or designee.

BACKGROUND AND FINDINGS:

Award recommendation is based on lowest responsible bids. These contract locations include some high profile areas as well as some back yard parks. Bidders for high-profile areas must have experience working in Parks & Recreation Department's high profile/landscape intensive areas. Currently, these locations are being serviced by contractors using Purchasing Orders at a higher cost per acre until this contract is awarded.

ALTERNATIVES:

If not approved, these parcels would continue under a more costly temporary contract until a re-bid occurs.

OTHER CONSIDERATIONS:

Not applicable.

CONFORMITY TO CITY POLICY:

This purchase conforms to the City's purchasing policies and procedures and State statutes regulating procurement.

EMERGENCY / NON-EMERGENCY:

Non-emergency

DEPARTMENTAL CLEARANCES:

Parks and Recreation Department

FINANCIAL IMPACT:

x Operating

☐ Revenue

☐ Capital

☐ Not applicable

Fiscal Year: 2015-2016	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$578,805.51	\$108,139.68	\$686,945.19
Encumbered / Expended Amount		\$262,382.16	\$0	\$262,382.16
This item		\$108,139.67	\$0	\$108,139.67
BALANCE		\$208,283.68	\$108,139.68	\$316,423.36

Fund(s): Parks and Recreation General Fund

Comments: The \$108,139.67 financial impact shown above represents six months of expenditure for these agreements. Funds have been allocated in the FY2015-2016 budget.

RECOMMENDATION:

Staff recommends approval of the resolution as presented.

LIST OF SUPPORTING DOCUMENTS:

Resolution

Bid Tabulation

Maps - Groups 5, 6, 7 and 8

Service Agreement - JJ Lawn

Service Agreement - Dorame