



## Legislation Text

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**File #:** 20-2199, **Version:** 1

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**STRATEGIC PRIORITY:** Government Performance and Financial Management

**AGENDA DATE:** January 13, 2021

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Office of Procurement Services

**EXECUTIVE:** Elizabeth Reich

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### **SUBJECT**

Authorize a three-year master agreement for a variety of mulching materials for citywide use - Naturomulch, LLC in the estimated amount of \$756,664.65 and The LETCO Group, LLC dba Living Earth in the estimated amount of \$99,618.30, lowest responsible bidders of two - Total estimated amount of \$856,282.95 - Financing: General Fund (\$739,660.70) and Dallas Water Utilities Fund (\$116,622.25)

### **BACKGROUND**

This action does not encumber funds; the purpose of a master agreement is to establish firm pricing for goods, for a specific term, which are ordered on an as needed basis according to annual budgetary appropriations. The estimated amount is intended as guidance rather than a cap on spending under the agreement, so that actual need combined with the amount budgeted will determine the amount spent under this agreement.

This master agreement will provide for the purchase of a variety of mulching materials. These mulching materials are to be used throughout the City's various parks, recreation centers, service centers, and other facilities. This agreement will assist the City in its facility-specific condition monitoring, predictive, and preventative maintenance programs.

As part of the solicitation process and in an effort to increase competition, the Office of Procurement Services used its procurement system to send out email notifications to vendors registered under relevant commodity codes. To further increase competition, the Office of Procurement Services uses historical solicitation information, the Internet, and vendor contact information obtained from user departments to contact additional vendors.

**PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On October 26, 2016, City Council authorized a three-year master agreement for the purchase of mulch materials with The LETCO Group, LLC dba Living Earth, GWG Wood Group, Inc., and Blackson, Inc.; and a three-year service contract for the delivery and installation of playground chips with Naturomulch, LLC by Resolution No. 16-1727.

**FISCAL INFORMATION**

Fund	FY 2021	FY 2022	Future Years
General Fund	\$240,231.04	\$240,202.00	\$259,227.66
Dallas Water Utilities Fund	\$ 39,207.00	\$ 39,207.00	\$ 38,208.25
Total	\$279,438.04	\$279,409.00	\$297,435.91

**M/WBE INFORMATION**

In accordance with the City’s Business Inclusion and Development Policy adopted on September 23, 2020, by Resolution No. 20-1430, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$856,282.95	Goods	18.00%*	90.46%	\$774,595.95
*This item reflects previous Business Inclusion and Development Policy M/WBE goal.				
<ul style="list-style-type: none"> <li>This contract exceeds the M/WBE goal.</li> <li>Naturomulch, LLC - Local; Workforce - 62.50% Local • The LETCO Group, LLC dba Living Ear - Local; Workforce - 23.52% Local</li> </ul>				

**PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> <li>Recommended vendor is based on the lowest competitive quoted price, who is also technically and financially capable of performing and completing the contract, and otherwise meets all material specification requirements</li> <li>Negotiations are not allowed</li> </ul>
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The Office of Procurement Services received the following bids from solicitation number BY20-00014172. We opened them on September 4, 2020. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by group.

\*Denotes successful bidders

<b><u>Bidders</u></b>	<b><u>Address</u></b>	<b><u>Amount</u></b>
*Naturomulch, LLC	602 Davis St. Grand Prairie, TX 75050	Group 1 - No Bid Group 2 - \$756,664.65
*The LETCO Group, LLC dba Living Earth	1901 California Crossing Rd. Dallas, TX 75220	Group 1 - \$ 99,618.30 Group 2 - \$908,415.00

**OWNERS**

**Naturomulch, LLC**

Omprakash Goyal, Managing Member  
Shobha Goyal, Member

**The LETCO Group, LLC dba Living Earth**

Eoin Lehane, Chief Executive Officer  
Scott Donahue, Chief Financial Officer