



Legislation Text

File #: 20-354, Version: 1

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

**AGENDA DATE:** March 25, 2020

**COUNCIL DISTRICT(S):** All

**DEPARTMENT:** Office of Procurement Services

**EXECUTIVE:** Elizabeth Reich

**SUBJECT**

Authorize a three-year service price agreement for grounds maintenance services at various locations for the Library - Edens Touch Diversified, LLC, most advantageous proposer of four - Estimated amount of \$1,619,310 - Financing: General Fund

**BACKGROUND**

This action does not encumber funds; the purpose of a service price agreement is to establish firm pricing for services, 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 service price agreement will provide for grounds maintenance services for library locations on a predetermined maintenance schedule as well as a provision for service calls on an as needed basis. This service price agreement will be used to provide mowing, trimming, weeding, fertilization, pest control, leaf, and litter removal at branch libraries and the Central Library. Mowing cycles range from 14 to 30 days year-round depending on seasonal needs, with leaf and litter removal conducted on a weekly basis. Additionally, this agreement will allow for irrigation adjustments and inspections plus sod, erosion, and rut repair services.

A five-member committee from the following departments reviewed and evaluated the qualifications:

- Department of Aviation (1)
- Library (2)
- Park & Recreation Department (1)
- Office of Business Diversity (1)\*
- Office of Procurement Services (1)\*

\*The Office of Procurement Services only evaluated cost and the Office of Business Diversity only evaluated the Business Inclusion and Development Plan.

The committee selected the successful respondents on the basis of demonstrated competence and qualifications under the following criteria:

- Cost 30 points
- Capability and expertise 30 points
- Approach and methodology 25 points
- Business Development and Inclusion Plan 15 points

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. Additionally, in an effort to secure more competition, the Office of Business Diversity sent notifications to chambers of commerce and advocacy groups to ensure maximum vendor outreach.

On November 10, 2015, the City Council authorized a living wage policy that requires contractors to pay their employees a “living wage” rate as established annually by the Massachusetts Institute of Technology Living Wage Calculator for Dallas County by Resolution No. 15-2141. The current calculated living wage during the solicitation process of this contract is \$11.71; the selected vendor meets this requirement.

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

On November 9, 2016, City Council authorized a three-year service contract for grounds maintenance services for Library facilities with Christopher James Lofton dba Edens Touch Landscape Management by Resolution No. 16-1797.

**FISCAL INFORMATION**

Fund	FY 2020	FY 2021	Future Years
General Fund	\$125,000.00	\$520,000.00	\$974,310.00

**M/WBE INFORMATION**

In accordance with the City’s Business Inclusion and Development Plan adopted on October 22, 2008, by Resolution No. 08-2826, as amended, the M/WBE participation on this contract is as follows:

Contract Amount	Category	M/WBE Goal	M/WBE %	M/WBE \$
\$1,619,310.00	Other Services	23.80%	100.00%	\$1,619,310.00
• This contract exceeds the M/WBE goal.				

**PROCUREMENT INFORMATION**

Method of Evaluation for Award Type:

Request for Competitive Sealed Proposal	<ul style="list-style-type: none"><li>• Utilized for high technology procurements, insurance procurements, and other goods and services</li><li>• Recommended offeror whose proposal is most advantageous to the City, considering the relative importance of price, and other evaluation factors stated in the specifications</li><li>• Always involves a team evaluation</li><li>• Allows for negotiation on contract terms, including price</li></ul>
---	--

The Office of Procurement Services received the following proposals from solicitation number BTZ19-00011009. We opened them on September 13, 2019. We recommend the City Council award this service price agreement in its entirety to the most advantageous proposer.

\*Denotes successful proposer

<b><u>Proposers</u></b>	<b><u>Address</u></b>	<b><u>Score</u></b>	<b><u>Amount</u></b>
*Edens Touch Diversified, LLC	698 East I-30 Garland, TX 75043	76.50	\$1,619,310.00
Rising Star	4308 Bryan Street Dallas, TX 75204	71.35	\$1,793,100.00
Good Earth Corp	7922 Forney Road Dallas, TX 75227	64.95	\$2,811,589.00
Urban Landscaping and Irrigation	700 South Dallas Avenue Lancaster, TX 75146	38.15	\$1,956,800.00

**OWNER**

**Edens Touch Diversified, LLC**

Christopher Lofton, President