



Legislation Text

File #: 22-3, Version: 1

STRATEGIC PRIORITY: Government Performance and Financial Management
AGENDA DATE: January 12, 2022
COUNCIL DISTRICT(S): All
DEPARTMENT: Office of Procurement Services
EXECUTIVE: Elizabeth Reich

SUBJECT

Authorize a three-year master agreement for the purchase of bedding plants six inches or less for the Park & Recreation Department - ABventure DeSign, LLC in the estimated amount of \$360,800.92 and Katie Caroline Kippenbrock dba Bread 'n' Butter in the estimated amount of \$140,708.63, lowest responsible bidders of two - Total estimated amount of \$501,509.55 - Financing: General Fund

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 bedding plants six inches or less for the Park & Recreation Department. The horticultural materials included in this master agreement will be used for the beautification of parks, medians, recreation centers, golf courses, and other areas throughout the City. The plants will be purchased in-season and on an as needed basis. All materials requested will be used for the purpose of planting or replacing new flower beds.

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 23, 2019, City Council authorized a three-year master agreement for the purchase of bedding plants, trees, sod, and seed for citywide use with SRH Trees, Inc. and Justin Seed Company, Inc. by Resolution No. 19-1674.

On December 9, 2021, the Park and Recreation Board authorized the purchase of bedding plants six inches or less with ABventure DeSign, LLC and Katie Caroline Kippenbrock dba Bread 'n' Butter.

FISCAL INFORMATION

Fund	FY 2022	FY 2023	Future Years
General Fund	\$101,509.55	\$200,000.00	\$200,000.00

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	Procurement Category	M/WBE Goal	M/WBE %	M/WBE \$
\$501,509.55	Goods	32.00%	53.24%	\$267,000.00
<ul style="list-style-type: none"> This contract exceeds the M/WBE goal. ABventure DeSign, LLC - Non-local; Workforce - 0.00% Local • Katie Caroline Kippenbrock dba Bread 'n' Butter - Local; Workforce - 100.00% Local 				

PROCUREMENT INFORMATION

Method of Evaluation for Award Type:

Low Bid	<ul style="list-style-type: none"> 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 Negotiations are not allowed
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The Office of Procurement Services received the following bids from solicitation number BP21-00015961. We opened them on June 25, 2021. We recommend the City Council award this master agreement to the lowest responsive and responsible bidders by line. Information related to this solicitation is available upon request.

*Denotes successful bidders

<u>Bidders</u>	<u>Address</u>	<u>Amount</u>
*ABventure DeSign, LLC	1705 Port Millstone Trails Wylie, TX 75098	Multiple Lines
*Katie Caroline Kippenbrock dba Bread 'n' Butter	7200 North Stemmons Freeway Dallas, TX 75247	Multiple Lines

OWNERS

ABventure DeSign, LLC

Adrienne Brumfield, Founder

Katie Caroline Kippenbrock dba Bread 'n' Butter

Katie Caroline Kippenbrock, Owner