



Sugar Land Parks & Recreation Landscape Maintenance Service Contract

Background

- The Parks & Recreation Department manages 29 park sites with approximately 915 developed acres, 60.9 power line easement acres, and 1,280 undeveloped acres.
- The Park Landscape Services Contract includes all park finish mowing/trimming, tractor mowing (easements), trail mowing, landscape bed maintenance including pruning and weed control, and litter and debris removal.
- A 25% increase was included for this contract in the FY20 budget.

Contract Bidding

- Base bid includes 44 mowing cycles per year due to the FY18 budget reductions.
- The add/alternate brings the contract up to 46 cycles per year.
- Staff believes this is an appropriate number of cycles to meet seasonal demands along with residents and park users level of expectation.

Contract Bidding

- The Invitation to Bid was advertised on www.publicpurchase.com beginning November 6, 2019. On December 12, 2019, five bids were received.

Bidder	Base Bid	Alternates	Grand Total
Houston Grotech Services	\$479,749.46	\$18,796.98	\$498,546.44*
Westco Grounds Maintenance Co. Inc.	\$545,625.19	\$9,762.62	\$555,387.81
Yellowstone Landscape - Central, Inc.	\$911,148.00	\$48,536.00	\$959,684.00
Maldonado Nursery & Landscaping, Inc.	\$1,494,372.17	\$59,203.04	\$1,553,575.21
Ambassador	N/A	N/A	Non-Responsive, No Bid Bond

Budget for contract \$586,916

Bid Evaluation

The apparent low bidder (Grotech) was disqualified based on current performance with the City and as a result of the outcome of the reference check process.

Bid Evaluation

- The recommended lowest, responsible bidder is Westco. Westco has an existing landscape contract with the City's Public Works Right-of-Way division.
 - Westco is currently in very good standing.
- Reference checks on two other organizations were also very positive.

Contract

- One year beginning March 1, 2020 through February 29, 2021.
 - Includes option of four additional one-year terms.
 - Includes a +/-2.5% price adjustment per year if justified based on the Houston CPI.
- Westco's bid, including the add alternates, is \$555,387.81, below the budgeted amount for FY20 Landscape Services Contract of \$586,916.20.

Summary and Recommendation

- Reviewed with Finance / Audit Committee
 - January 15, 2020
- Staff recommends that City Council approve a contract with Westco Grounds Maintenance Co., Inc. in the amount of \$555,387.81/year for the Parks & Recreation Department's landscape maintenance services.



Clarifying Questions for Staff