
Meeting Date

July 19, 2022

New Business Item #1

Subject

Annual Requirements Contract for Grounds Maintenance / Landscaping

Recommendation

Staff recommends the Board of Directors approve the Annual Requirements Contract with Scott Landscape Maintenance, of Fort Worth, Texas for grounds maintenance and landscaping services in accordance with the bid submitted and authorize the General Manager to execute the Agreement.

Background/Analysis

This item is for the consideration to approve annual requirements contract for grounds maintenance and landscaping services with Scott Landscape Maintenance of Fort Worth, Texas.

BWA maintains 24 sites that require regular landscape maintenance throughout the year including mowing, edging, trimming, and maintenance of shrubs and flower beds. Landscape maintenance has for many years been a contracted service performed by a landscaping company for BWA. To minimize the cost to the Authority for these services, requesting competitive bid proposals from qualified vendors is necessary.

A notice (invitation) to bidders was widely distributed to potential bidders through QuestCDN, an online bid management system and listed on the BWA website in May 2022. A public bid opening was conducted on June 22, 2022, and results posted online through QuestCDN.com. BWA received one (1) bid from Scott Landscape Maintenance of Fort Worth for a total bid of \$40,682. The total bid is based on an estimated level of landscape maintenance required for various sites throughout the year. BWA Staff have evaluated the bid submittal and confirmed documents to be in accordance with the bid specifications.

This contract provides for an initial one (1) year term, with up to four (4) additional one-year renewals, subject to mutual agreement between the vendor and Authority.

Financial Impact

Funds are available in the general operating account for Contracted Services.