

BOARD OF DIRECTORS

ACTION ITEM

Item Number: BA2022-06

Meeting Date: October 25, 2021

Item Title: Lawn Maintenance Services

BACKGROUND

To ensure Trinity Metro's properties are manicured and appropriately maintained, landscaping firms are contracted to provide services at various locations. The Contractor is responsible for cleaning and maintaining planted areas, buildings, trees, fence lines, pathways, sidewalks, the outside perimeter of the sidewalks, and the fence surrounding each property, including mowing, edging, watering, and maintaining a clean and attractive appearance for property locations. These properties include the following:

- HRP complex
- TRE and TEXRail stations
- Grove Street
- Alarm Supply Building
- Transfer Centers
- Various vacant lots

Once completed, Trinity Lakes Station will be added via a change order.

PROCUREMENT

Per the Trinity Metro Procurement Policy, an Invitation for Bid No. 21-T038 for Landscaping Services was issued on August 27, 2021.

Two firms submitted responses to the formal solicitation. Lawn Patrol Services was the lowest, responsive and responsible bidder.

The Trinity Metro Procurement Department has followed its procurement policy and complies with all applicable Federal, State, and Trinity Metro procurement requirements.

FINANCING

There are funds in the Trinity Metro FY2022 Operating Budget to finance the cost of these services. Funds for future years will be considered in their respective proposed budgets.

DBE UTILIZATION

The Disadvantage Business Enterprise (DBE) Goal for this solicitation is 20%.

RECOMMENDATION

The Planning, Operations & Marketing Committee recommends that the Trinity Metro Board of Directors authorize the President/Chief Executive Officer to execute a five-year contract with Lawn Patrol for lawn maintenance for \$1,886,400.00, plus a 15% (\$282,960.00) contingency to cover any unforeseen services, for a total amount of \$2,169,360.00.

Disposition by Board of Directors

Secretary Approval: Tito Bulunay

10/25/2021
DATE