



## MEMORANDUM

**To:** Mayor and City Council

**From:** Dave Ellison, Community Experiences Park Operations Manager  
Jessica Carpenter, Director of Community Experiences

**Date:** April 25, 2023

**Reference:** **Consider approval of an award of a professional services contract to Landscape Professionals of Texas, for median maintenance services, in the amount not to exceed \$275,000, as provided for in the General Fund; and authorizing the City Manager to sign any necessary documents.**

**2040:** Sustainable Government

---

### **Introduction:**

The purpose of this agenda item is to award a bid to Landscape Professionals of Texas (LPT) for the Median Maintenance Services Contract (MMSC) in the amount not to exceed \$275,000. The Community Experiences Department will utilize \$275,000 in budgeted labor dollar savings to fund this contract.

### **Background:**

The Parks Operations division currently utilizes seven (7) staff members to maintain medians. There are approximately 25 acres of landscaped medians with an additional 20.5 acres of non-landscaped medians that staff maintains.

Since December of 2021, Parks Operations has had five (5) open full-time positions posted for Maintenance I/II Workers. Even with the compensation study salary adjustments and the offering of a sign on bonus, the positions have not been filled for a variety of reasons: lack of qualified applicants, applicants not returning phone calls or emails to set-up interviews, applicants not showing up for interviews, and in some instances, applicants not completing the onboarding process after accepting an offer. Many municipalities in the DFW area are experiencing the same challenges: a shortage of employees and a lack of those interested in applying.

In January of 2023, staff began to consider alternative solutions to offset these challenges. The idea of utilizing budgeted labor dollar savings from the (5) open positions and shifting the funds

into a MMSC emerged at the top. After discussing with the Strategic Financial Engagement (SFE) Department, staff developed a scope of work and a contract for median maintenance services was bid in March of 2023.

The scope of work featured in the base bid items of the contract includes litter and organic debris clean-up, weed removal, trimming of ornamental grasses and plants, minor tree maintenance, and mulching of landscape beds.

Two base bids were received for this contract and are listed below:

- |                                          |              |
|------------------------------------------|--------------|
| • Nico's Landscape, LLC                  | \$99,422.20  |
| • Landscape Professionals of Texas (LPT) | \$227,604.00 |

Six alternate bid items were also included in the contract services scope and include hourly-rate pricing for irrigation and herbicide application services; and per unit install pricing for plant material.

Two alternate bids with pricing were received for this contract and are listed below:

- |                                                  |               |
|--------------------------------------------------|---------------|
| • Nico's Landscape, LLC                          |               |
| ○ Licensed Irrigator                             | \$85.00/hr.   |
| ○ Irrigator Help                                 | \$65.00/hr.   |
| ○ Licensed TDA Applicator                        | \$65.00/hr.   |
| ○ Install (1) three-gallon plant                 | \$15.00/plant |
| ○ Install (1) four-inch pots color & groundcover | \$1.50/plant  |
| ○ Install (1) one-gallon plant                   | \$7.00/plant  |
| • Landscape Professionals of Texas (LPT)         |               |
| ○ Licensed Irrigator                             | \$135.00/hr.  |
| ○ Irrigator Help                                 | \$95.00/hr.   |
| ○ Licensed TDA Applicator                        | \$135.00/hr.  |
| ○ Install (1) three-gallon plant                 | \$9.50/plant  |
| ○ Install (1) four-inch pots color & groundcover | \$1.90/plant  |
| ○ Install (1) one-gallon plant                   | \$2.75/plant  |

It has been determined by City staff that LPT's bid is the Total Best Solution for the City. The City is currently engaged in a mowing contract with LPT, and it has been a good working relationship. Additionally, some of their mowing sites overlap with the sites that will be included in this contract. While Nico's Landscape did provide the lowest bid, the City is not confident that they will be able to produce the results that are expected for the dollar amount they submitted in the base bid.

For example, staff currently spend approximately 40 hours/week to maintain the medians on Denton Tap. The dollar amount from Nico's bid equated to six hours/week to fully maintain the Denton Tap medians. Similarly, on Sandy Lake Road, staff currently spend 48 hours/week to complete maintenance activities. Nico's bid dollar amount for Sandy Lake Road equated to a maximum of 20 hours/week. Staff are confident that the low bidder cannot maintain these medians for the dollar amount quoted. It would not be possible to maintain the expected level of service and quality of median maintenance.

It should be noted that the staff count will be reduced by five (5) maintenance worker positions in the upcoming FY23 budget amendment. If, at some future date, the MMSC does not meet service quality expectations, staff would likely request that some or all of the five (5) maintenance positions be added back to the budget to meet the quality expectations.

**Benefit to the Community:**

The main benefit to the community that the MMSC will provide is beautification along medians. In addition, having the contract in place will allow the Parks Operations division to reallocate staff members currently maintaining medians to be utilized in other areas of the parks system to ensure service delivery expectations are fulfilled.

**Legal Review:**

The bid has been reviewed by the City Attorney.

**Fiscal Impact:**

The fiscal impact of this contract is not to exceed \$275,000, including the base bid pricing and alternate item pricing.

**Recommendation:**

The Community Experiences Department recommends approval of this item.