

Office of Scott Mitchell, Neighborhood Services

City of Richland Hills, Texas

Memorandum

To: Honorable Mayor Bill Agan and members of the Richland Hills City Council
From: Scott Mitchell, Director of Neighborhood Services
Date: November 15, 2013
Subject: Award Bid for Landscape Maintenance Services

Council Action Requested:

Award low base bid to TrueGreen Landcare LLC for annual LANDSCAPE MAINTENANCE SERVICE in the amount of \$5,577.41 with the option to renew the contract for four consecutive 12 month periods.

Background Information:

On November 13, 2013 bids were received for annual Landscape Maintenance Services. Two bids were received and TruGreen Landcare LLC was the low bidder at \$5,577.41.

TruGreen LandCare LLC has been the city landscape maintenance provider for eight years and has a proven record of quality work and customer service. Staff is recommending TrueGreen LandCare LLC be awarded the base bid for annual LANDSCAPE MAINTENANCE SERVICE in the amount of \$5,577.41.

Board/Citizen Input:

N/A

Financial Impact:

Landscape Budget

Staff Contacts:

Scott Mitchell, Director of Neighborhood Services
817-616-3771
smitchell@richlandhills.com

Attachments:

Bid Tabulation Sheet for Landscape Maintenance
Landscape Maintenance Bid Proposals

LANDSCAPE MAINTENANCE
BID TABS

LANDSCAPE MAINTENANCE CITY OF RICHLAND HILLS Bid date: Nov. 13, 2013				TRUGREEN LandCare Rick Valdez 1106 West Harris Rd. Arlington, TX 76001 817-740-9792		SMITH LAWN & TREE Russell Simpler P.O. Box 11493 Ft. Worth, TX 76110 817-501-6210	
ITEM	DESCRIPTION	UNIT	QUANT.	UNIT PRICE	COST	UNIT PRICE	COST
1	Provide landscape maintenance services to city municipal complex, parks, well yards, alleys, easements and animal shelter an an annual basis.	L.S	1	\$ 5,577.41	\$ 5,577.41	\$ 7,633.00	\$ 7,633.00
Total Amount Base Bid					\$ 5,577.41		\$ 7,633.00

Smith Lawn & Tree

LANDSCAPE MAINTENANCE BASE BID PROPOSAL

#1. Richland Hills Library 6724 Rena Drive, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Seasonal Color Change ± 80 plants	\$ 100	2	\$ 200
Mulch-shrubs & beds, 1" thick	\$ 112	2	\$ 224
Prune shrubs & remove debris	\$ 42	2	\$ 84
Bed weeding	\$ 65	2	\$ 130

TOTAL BID ITEM #1 \$ 638

#2. City Hall 3200 Diana Drive, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Seasonal Color Change – 250 plants	\$ 315	2	\$ 630
Mulch-shrubs & beds, 1" thick	\$ 135	2	\$ 270
Prune shrubs & remove debris	\$ 85	4	\$ 340
Bed weeding	\$ 28	3	\$ 84

TOTAL BID ITEM #2 \$ 1,324

#3. Community Center 3204 Diana Drive, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Mulch-shrubs & beds, 1" thick	\$ 68	2	\$ 136
Prune shrubs & remove debris	\$ 28	4	\$ 112
Bed weeding	\$ 10	3	\$ 30

TOTAL BID ITEM #3 \$ 278

#4. Community Dev. & Post Office Complex 3201 Diana Drive, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Mulch-shrubs & beds, 1" thick	\$ 113	2	\$ 226
Seasonal Color Change	\$ 0	2	\$ 0
Prune shrubs & remove debris	\$ 28	4	\$ 112
Bed weeding	\$ 12	3	\$ 36

TOTAL BID ITEM #4 \$ 374

#5. Fire Dept. & Tennis Court Complex 3201 Diana Drive, Richland Hills, TX 76118

DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Mulch-shrubs & beds, 1" thick	\$ 315	2	\$ 630
Prune shrubs & remove debris	\$ 40	4	\$ 160
Bed weeding	\$ 28	3	\$ 84

TOTAL BID ITEM #5

\$ 874

#6. Law Enforcement Complex 6700 Baker Blvd., Richland Hills, TX 76118

DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Seasonal Color Change - 80 plants	\$ 100	2	\$ 200
Mulch-shrubs & beds, 1" thick	\$ 70	2	\$ 140
Prune shrubs & remove debris	\$ 40	4	\$ 160
Bed weeding	\$ 15	3	\$ 45

TOTAL BID ITEM #6

\$ 545

#7. Animal Service Center 7049 Baker Blvd., Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Seasonal Color Change - 100 plants	\$ 125	2	\$ 250
Mulch-shrubs & beds, 1" thick	\$ 225	2	\$ 450
Prune shrubs & remove debris	\$ 45	4	\$ 180
Bed weeding	\$ 45	3	\$ 135

TOTAL BID ITEM #7

\$ 1,015

#8. Baker Blvd. (Hwy. 10) Medians West to East City Limits, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Prune shrubs & remove debris	\$ 10	2	\$ 20
Mulch-shrubs & beds, 1" thick	\$ 30	1	\$ 30
Weed clean shrub beds	\$ 10	2	\$ 20

TOTAL BID ITEM #8

\$ 70

#9. Hamilton Hill West City Limits, Baker Blvd. & Hwy. 26, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Mulch-shrubs & beds, 1" thick	\$ 540	1	\$ 540
Weed clean shrub beds	\$ 180	2	\$ 360

TOTAL BID ITEM #9 \$ 900

#10. Glenview Dr. Entry Median 8000 Block Glenview Dr., Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Prune shrubs and remove debris	\$ 30	2	\$ 60
Mulch shrub beds 1" thick	\$ 180	2	\$ 360
Weed clean shrub beds	\$ 45	2	\$ 90

TOTAL BID ITEM #10 \$ 510

#11. Well Yards Rena Dr; Booth Pl; Evergreen Rd; Spruce Pk; Wesley Way; Scruggs Dr; and London Ln. Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Vine Removal	\$ 90	1	\$ 90

TOTAL BID ITEM #11 \$ 90

#12. Scruggs Median; Handley-Ederville Monument Sign; Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Prune shrubs and trees at Handley Ederville Rd. monument sign and Scruggs Median	\$ 45	4	\$ 180

TOTAL BID ITEM #12 \$ 180

#13. City Monument Sign Handley-Ederville Rd. @ TRE Station, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Prune shrubs and remove debris	\$ 25	2	\$ 50

TOTAL BID ITEM #13 \$ 50

#14. El Chico ROW & Monument Sign Baker Blvd. & Booth Calloway Rd, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Seasonal Color Change – 80 plants	\$ 100	2	\$ 200
Mulch-shrubs & beds, 1" thick	\$ 25	2	\$ 50
Prune shrubs & remove debris	\$ 10	4	\$ 40
Bed weeding	\$ 5	3	\$ 15

TOTAL BID ITEM #14 \$ 305

#15. Inspection of Irrigation System	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Inspection of irrigation systems.	\$ 240	2	\$ 480

TOTAL BID ITEM #15 \$ 480

NOTE: Additional work not listed in the contract may be required by the city and therefore an hourly labor cost is required to be included. Equipment and material costs will be agreed upon between the Contractor and the city.

#1 Miscellaneous - Hourly Labor Costs	COST PER HOUR
Licensed Irrigator	\$ 75
General Maintenance Operator to include equipment. (Mow, weed, edge, trim, plant, debris removal, etc.)	\$ 30
General Maintenance Laborer -no mowing equipment	\$ 30
*All materials will be an additional cost to be determined between the City and the Contractor.	

TOTAL BASE BID FOR ANNUAL LANDSCAPE MAINTENANCE COSTS (ITEMS #1-#15):

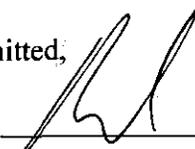
\$ 7,633.00

The undersigned bidder acknowledges receipt of the following Addenda (if none received then write NONE of N/A across the blanks):

Addendum No. 1 Date Received _____ 2013
Addendum No. 2 Date Received _____ 2013
Addendum No. 3 Date Received _____ 2013

The undersigned bidder agrees to execute and file with the Owner a contract and insurance on the forms provided within ten (10) days after written notification of award of the contract to the Contractor as specified in the Contract Documents

Enclosed with this proposal is a certified check or cashier's check or bid bond payable to the CITY OF RICHLAND HILLS in the amount of five percent (5%) of the total bid, which is to become the property of the CITY OF RICHLAND HILLS, or the attached Bidder's Bond is to be forfeited in the event the contract and bond are not executed within the time set forth, as liquidated damages for delay and additional work caused thereby.

Respectfully Submitted, 
Signed: _____
Company: SMITH LAWN AND TREE
Address: ~~9200~~ 3200 HANDLEY EDERVILLE
RICHLAND HILLS, TX 76118
Phone: 817-921-2222
Fax: 817-595-7334

SEAL
If Bidder is
Corporation

Submitted By RUSSELL SIMPLER THE PASSAGE GROUP L.L.C.
Print Name (Corporation) (Co-Partnership) (Individual)

Doing Business As SMITH LAWN AND TREE

TruGreen LandCare

LANDSCAPE MAINTENANCE BASE BID PROPOSAL

#1. Richland Hills Library 6724 Rena Drive, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Seasonal Color Change – 80 plants	\$ 83.60	2	\$ 167.20
Mulch-shrubs & beds, 1" thick	\$ 85.50	2	\$ 171.00
Prune shrubs & remove debris	\$ 20.75	2	\$ 41.50
Bed weeding	\$ 42.75	2	\$ 85.50

TOTAL BID ITEM #1

\$ 465.28

#2. City Hall 3200 Diana Drive, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Seasonal Color Change – 250 plants	\$ 201.25	2	\$ 522.50
Mulch-shrubs & beds, 1" thick	\$ 85.50	2	\$ 171.00
Prune shrubs & remove debris	\$ 20.79	4	\$ 83.16
Bed weeding	\$ 42.75	3	\$ 128.25

TOTAL BID ITEM #2

\$ 904.91

#3. Community Center 3204 Diana Drive, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Mulch-shrubs & beds, 1" thick	\$ 85.50	2	\$ 171.00
Prune shrubs & remove debris	\$ 20.79	4	\$ 83.16
Bed weeding	\$ 19.00	3	\$ 57.00

TOTAL BID ITEM #3

\$ 311.16

#4. Community Dev. & Post Office Complex 3201 Diana Drive, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Mulch-shrubs & beds, 1" thick	\$ 85.50	2	\$ 171.00
Seasonal Color Change	\$ 51.30	2	\$ 102.60
Prune shrubs & remove debris	\$ 20.79	4	\$ 83.16
Bed weeding	\$ 19.00	3	\$ 57.00

TOTAL BID ITEM #4

\$ 413.76

#5. Fire Dept. & Tennis Court Complex 3201 Diana Drive, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Mulch-shrubs & beds, 1" thick	\$ 133 ⁻	2	\$ 266 ^{.00}
Prune shrubs & remove debris	\$ 41 ^{.58}	4	\$ 166 ^{.32}
Bed weeding	\$ 41 ^{.58}	3	\$ 124 ^{.74}

TOTAL BID ITEM #5

\$ 557^{.06}

#6. Law Enforcement Complex 6700 Baker Blvd., Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Seasonal Color Change – 80 plants	\$ 83 ^{.50}	2	\$ 167 ^{.20}
Mulch-shrubs & beds, 1" thick	\$ 85 ^{.50}	2	\$ 171 ^{.00}
Prune shrubs & remove debris	\$ 14 ^{.25}	4	\$ 57 ^{.00}
Bed weeding	\$ 20 ^{.79}	3	\$ 62 ^{.37}

TOTAL BID ITEM #6

\$ 457^{.57}

#7. Animal Service Center 7049 Baker Blvd., Richland Hills, TX 76118

DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Seasonal Color Change – 100 plants	\$ 104. ⁵⁰	2	\$ 209. ⁰⁰
Mulch-shrubs & beds, 1" thick	\$ 47. ⁵⁰	2	\$ 95. ⁰⁰
Prune shrubs & remove debris	\$ 20. ⁷⁹	4	\$ 83. ¹⁶
Bed weeding	\$ 23. ⁷⁵	3	\$ 71. ²⁵

TOTAL BID ITEM #7

\$ 458.⁴¹

#8. Baker Blvd. (Hwy. 10) Medians West to East City Limits, Richland Hills, TX 76118

DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Prune shrubs & remove debris	\$ 237. ⁵⁰	2	\$ 475. ⁰⁰
Mulch-shrubs & beds, 1" thick	\$ 166. ²⁵	1	\$ 166. ²⁵
Weed clean shrub beds	\$ 23. ⁷⁵	2	\$ 47. ⁵⁰

TOTAL BID ITEM #8

\$ 688.⁷⁵

#9. Hamilton Hill West City Limits, Baker Blvd. & Hwy. 26, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Mulch-shrubs & beds, 1" thick	\$ 95. ⁰⁰	1	\$ 95. ⁰⁰
Weed clean shrub beds	\$ 23. ⁷⁵	2	\$ 47. ⁵⁰

TOTAL BID ITEM #9

\$ 142.⁵⁰

#10. Glenview Dr. Entry Median 8000 Block Glenview Dr., Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Prune shrubs and remove debris	\$ 16. ⁶⁵	2	\$ 33. ³⁰
Mulch shrub beds 1" thick	\$ 47. ⁵⁰	2	\$ 95. ⁰⁰
Weed clean shrub beds	\$ 23. ⁷⁵	2	\$ 47. ⁵⁰

TOTAL BID ITEM #10

\$ 175.⁸⁰

#11. Well Yards Rena Dr; Booth Pl; Evergreen Rd; Spruce Pk; Wesley Way; Scruggs Dr; and London Ln. Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Vine Removal	\$ 47.50	1	\$ 47.50

TOTAL BID ITEM #11 \$ 47.50

#12. Scruggs Median; Handley-Ederville Monument Sign; Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Prune shrubs and trees at Handley Ederville Rd. monument sign and Scruggs Median	\$ 20.79	4	\$ 83.16

TOTAL BID ITEM #12 \$ 83.16

#13. City Monument Sign Handley-Ederville Rd. @ TRE Station, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Prune shrubs and remove debris	\$ 23.75	2	\$ 47.50

TOTAL BID ITEM #13

\$ 47.50

#14. El Chico ROW & Monument Sign Baker Blvd. & Booth Calloway Rd, Richland Hills, TX 76118			
DESCRIPTION	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Seasonal Color Change – 80 plants	\$ 83.60	2	\$ 167.20
Mulch-shrubs & beds, 1" thick	\$ 47.50	2	\$ 95.00
Prune shrubs & remove debris	\$ 23.75	4	\$ 95.00
Bed weeding	\$ 9.95	3	\$ 29.85

TOTAL BID ITEM #14

\$ 387.05

#15. Inspection of Irrigation System	COST PER SERVICE	ESTIMATED ANNUAL FREQUENCY	TOTAL ANNUAL COST
Inspection of irrigation systems.	\$ 218.50	2	\$ 437. ⁰⁰

TOTAL BID ITEM #15

\$ 437.⁰⁰

NOTE: Additional work not listed in the contract may be required by the city and therefore an hourly labor cost is required to be included. Equipment and material costs will be agreed upon between the Contractor and the city.

#1 Miscellaneous - Hourly Labor Costs	COST PER HOUR
Licensed Irrigator	\$ 65. ⁰⁰
General Maintenance Operator to include equipment. (Mow, weed, edge, trim, plant, debris removal, etc.)	\$ 38. ⁰⁰
General Maintenance Laborer -no mowing equipment	\$ 30. ⁰⁰
*All materials will be an additional cost to be determined between the City and the Contractor.	

TOTAL BASE BID FOR ANNUAL LANDSCAPE MAINTENANCE COSTS (ITEMS #1-#15):

\$ 5577.41

The undersigned bidder acknowledges receipt of the following Addenda (if none received then write NONE or N/A across the blanks):

Addendum No. 1	Date Received	<u>N/A</u>	<u>2013</u>
Addendum No. 2	Date Received	<u>N/A</u>	<u>2013</u>
Addendum No. 3	Date Received	<u>N/A</u>	<u>2013</u>

The undersigned bidder agrees to execute and file with the Owner a contract and insurance on the forms provided within ten (10) days after written notification of award of the contract to the Contractor as specified in the Contract Documents

Enclosed with this proposal is a certified check or cashier's check or bid bond payable to the CITY OF RICHLAND HILLS in the amount of five percent (5%) of the total bid, which is to become the property of the CITY OF RICHLAND HILLS, or the attached Bidder's Bond is to be forfeited in the event the contract and bond are not executed within the time set forth, as liquidated damages for delay and additional work caused thereby.

Respectfully Submitted,

Signed:

 DAVID LOWE

Company:

TRUGREEN LANDSCAPE

Address:

247 Gilbert Cr.

Building B, Grand Prairie TX 75050

Phone:

817-505-7297

Fax:

214-385-4348

SEAL
If Bidder is
Corporation

Submitted By

DAVID LOWE Bidder Manager

Print Name

(Corporation) (Co-Partnership) (Individual)

Doing Business As

TRUGREEN LANDSCAPE