

# Grounds Keeping Proposal #091112

January 19, 2010

## SUMMARY:

This item requests approval of proposal #091112 to provide grounds keeping services. Proposals were received from GCA, Gold, I&E, K&K, Metheny, TruGreen, and VMC. The proposal will be held open for one term of two years beginning July 1, 2010 through June 30, 2012, with the option, upon governing body approval, to extend the proposal for up to two additional terms of two years each.

## BOARD GOAL:

VI. Growth & Change...be environmentally responsible and aggressively pursue energy efficiency and conservation principles in...operating procedures.

## PREVIOUS BOARD ACTION:

The current grounds keeping proposal was awarded to TruGreen on April 23, 2005.

## BACKGROUND INFORMATION:

The district began outsourcing all new facilities and certain existing facilities in 2005. This proposal will provide outsourcing for all facilities except, AWSYC, Gallian CDC, Central Services, Bilingual/Community Ed, Clear Creek Annex, Davis, Insurance Portable, PDC, Service Center Annex, Technology, Transportation, and the Wellness Center. The district's grounds crew will continue to maintain these grounds.

A committee including Norm Sisk, Debbie Monschke, Paul Andress, Sam Henslee, Glen Martin, Kathy Arrington and Alyce Hamman met to review and rank each proposal.

The proposal called for pricing for every facility. This proposal also added irrigation checks and aeration to the scope of work. When the pricing was reviewed the committee determined that adding irrigation/aeration put the proposals above the district's existing budget. The proposers were asked to remove this piece from their pricing. They were also asked to remove the facilities that would be done in-house from their pricing. The new totals after these changes are as follows;

- GCA \$ 619,940.83
- Gold \$1,703,436.05
- I&E \$ 548,525.00
- K&K \$ 600,600.00
- Metheny \$ 617,287.18
- TruGreen \$ 418,972.96
- VMC \$ 981,859.00

## SIGNIFICANT ISSUES:

The committee reviewed each proposal and checked references. After much consideration the committee gave Metheny a ranking score of 98, I&E 97, K&K 96, GCA 94, VMC 90, Gold 88 and Tru Green 86. Cost was not the single determining factor in selecting a proposer. Each ranking criteria was given consideration (refer to the ranking sheet.) The proposal specifies that the district shall retain the right to accept the proposal that is in the districts' best interest and be the sole judge as to the definition of the term "districts' best interest."

- GCA was marked down because the price per facility increased when certain facilities were removed from the contract list. All other proposers did not increase their pricing when these facilities were removed.
- Gold was marked down because the pricing far exceeded the budget, and the package submitted did not include the required submittals.
- I&E was marked down because they wanted the district to be responsible for the background checks now required by SB9. This was included in all other proposers pricing.
- K&K was marked down because they are a new company that has no crews or equipment, at this time, to take over a job of this size. As a new company they do not have the experience needed to maintain a job of this size. They did not include all of the submittals in their bid packet, including insurance coverage, references, and financial data.
- Metheny was determined to have the overall best proposal and value for the price, excellent references, and only marked down because the original pricing exceeded the budget.
- TruGreen was marked down because their pricing was excessively low, and the poor quality of service being received by the district during the current contract.
- VMC was marked down because the pricing far exceeded the budget.

Upon completing the ranking the committee met with Metheny, the proposer ranked number 1. The Metheny proposal was slightly over the district's budget. Metheny was asked to look at their proposal and give the committee any solutions that would reduce their pricing without reducing the quality of service. They took a closer look at the actual mowing needed at the athletic fields, and all turf areas that would receive post emergent treatments. By reducing the pricing at the high schools to the exact types and quantity of mowing needed on the athletic fields, and removing one post emergent weed treatment district wide, they reduced their pricing to \$586,073.78 (refer to the tab and ranking workbook sheet titled "Metheny Negotiated Pricing"). The maintenance department hoped to be able to add Lee Elementary to the contract. The reduced price of \$586,073.78 allowed Lee, in the amount of \$15,269.50, to be added to the contract and still total less than the current budget. The final negotiated price totals \$601,343.28. In addition, Metheny guaranteed to hold the negotiated price for the full two year contract.

The final pricing does not include the costs for Cross Oaks Ranch Elementary and Popo and Lupe Gonzalez School for Young Children. These will be added once the facilities are completed. This proposal also includes the option to add any new facilities purchased or built by the district over the term of the contract.

**FISCAL IMPLICATION**

The final price of \$601,343.28 will be paid from the current operating budget. Any cost for the new facilities that cannot be paid from the current budget will be requested as part of the 2010-11 budget process. Should there be no additional funds for these facilities, the district's existing grounds crew will be required to maintain them.

**BENEFIT OF ACTION:**

Passage will allow the district to continue to keep the grounds well maintained.

**PROCEDURAL AND REPORTING IMPLICATIONS:**

None

**PUBLIC COMMENT RECEIVED:**

None

**ALTERNATIVES:**

The alternative would be for the district to add enough staff to maintain the entire district, or reduce the number of facilities being outsourced.

**OTHER COMMENTS:**

None

**SUPERINTENDENT'S RECOMMENDATION:**

It is recommended that the top ranked proposal submitted by Metheny, in the amount of \$601,343.28, be accepted for one term of two years beginning July 1, 2010, with the option to extend the term, upon governing body approval, up to two additional terms of two years each.

**STAFF PERSONS RESPONSIBLE:**

Debbie Monschke, Executive Director of Administrative Services  
Norm Sisk, Executive Director of Operations  
Paul Andress, Director of Maintenance  
Sam Henslee, Supervisor of Maintenance  
Glen Martin, Supervisor of Construction  
Kathy Arrington, Purchasing Agent  
Alyce Hamman, Purchasing Buyer

**ATTACHMENT:**

Ranking Grounds RFP #091112-G  
Tabulation Grounds RFP #091112-G  
Metheny Negotiated Pricing

**PPROVAL:**

Signature of Staff Member Proposing Recommendation: \_\_\_\_\_

Signature of Divisional Assistant Superintendent: \_\_\_\_\_

Signature of Superintendent: \_\_\_\_\_