

**Denton Independent School District**  
**RFP #1904-11 Grounds Maintenance – Flowerbed and Tree Maintenance**  
May 14, 2019

**SUMMARY:**

This item requests approval of RFP #1904-11 Grounds Maintenance – Flowerbed and Tree Maintenance to Classic Landscapes, Inc. in the amount of \$128,000.00 per year for the period beginning July 1, 2019 through June 30, 2021. This recommendation for award is contingent upon the adoption of the fiscal year 2019 – 2020 budget containing this expense by the School Board.

**BOARD GOAL:**

Growth & Management - demonstrate effective and efficient management of district resources

**BACKGROUND INFORMATION:**

This proposal was issued on March 17, 2019. Seventy-nine (79) companies were notified of this proposal. A pre-proposal conference was held on March 26, 2019 with four (4) companies in attendance. Responses were received from three (3) companies; Classic Landscapes Inc., SSC Services for Education and ABM Texas General Services on April 16, 2019. This work is currently being performed by M.E.T. Lawn Care LLC. They are doing all aspects of grounds maintenance in the District.

**SIGNIFICANT ISSUES:**

Currently Denton ISD has a single contract award with one company for the maintenance of all District grounds (athletic fields, flowerbed and trees, and all other District facilities). Products, services and pricing were evaluated by the evaluation committee based upon the evaluation criteria listed within the RFP document. The evaluation committee was composed of staff from the Denton ISD Operations and Purchasing Departments. The vendor selected for recommendation is the best value for the District. The awarded contract will be valid for a two-year (2) period beginning July 1, 2019 through June 30, 2021 with the option to extend for two (2) additional two-year (2) terms ending June 30, 2025, with governing body approval. Any additional District facilities with substantial completion before June 30, 2021 will be added to this award and the contract cost will be adjusted accordingly.

**FISCAL IMPLICATIONS:**

The cost will be borne by the appropriate department budget.

**BENEFIT OF ACTION:**

The District will be able to coordinate with the awarded vendor for services to begin on July 1, 2019. Separating the scope of work and services to maintain the Denton ISD grounds maintenance, currently being performed by one company, into three separate contract awards will provide the District a greater benefit. The awarding of this RFP will allow the District to maintain the grounds in an appropriate manner.

**SUPERINTENDENT’S RECOMMENDATION:**

It is recommended that the highest ranked proposer, Classic Landscapes Inc., be awarded for the Grounds Maintenance – Flowerbed and Tree Maintenance in the amount of \$128,000.00 per year for the period beginning July 1, 2019 through June 30, 2021. This recommendation for award is contingent upon the adoption of the fiscal year 2019 – 2020 budget containing this expense by the School Board.

**STAFF PERSONS RESPONSIBLE:**

Paul Andress, Executive Director of Operations  
Dianna Casper, Director of Purchasing

**ATTACHMENT:**

RFP #1904-11 Grounds Maintenance – Flowerbed and Tree Maintenance Proposal Tabulation  
RFP #1904-11 Grounds Maintenance – Flowerbed and Tree Maintenance Proposal Ranking

**APPROVAL:**

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

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

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