

**Purchase Request #1**  
**Regular Board Meeting August 6, 2019**  
**Consideration of Approval to Contract for**  
**Landscape Services**

**ADMINISTRATION RECOMMENDATION/REPORT**

The District President recommends the Board of Trustees approve the purchase of landscape services from Dyna-Mist for the District.

**BACKGROUND**

The District will utilize this vendor for the removal, replacement and addition of landscaping around the District owned apartments and also to supplement the grounds maintenance crews on other campuses. Dyna-Mist has been providing irrigation maintenance and repair services to the District for two years and have consistently provided quality work.

Reference number (REF) 4254 was issued to track the volume of spend for landscape additions and replacement services. Tracking of spend volume is accomplished through the Purchasing Department's eProcurement system. The system is set to automatically notify the contract owner when 85% of the approved expenditure is reached, which triggers the contract owner to analyze current and future spend.

Dyna-Mist has a contract through the Allen ISD to provide landscape additions and replacement services, Contract Number RFB 2016 A04-04, and is in compliance with the competitive procurement requirements set forth in Section 44.031 of the Texas Education Code, as permitted through Section 791.011 of the Texas Government Code.

**IMPACT OF THIS ACTION**

These landscaping services will provide a much more aesthetically appealing landscape environment, reduce safety concerns, reduce building maintenance costs and reduce water usage.

**BUDGET INFORMATION (INCLUDING ANY STAFFING IMPLICATIONS)**

This purchasing request is for spend authorization of \$175,000 which is budgeted in the various departments' FY 19 operating budget and subsequent year's budget subject to Board approval for the products and services described and in accordance with Board Policy CF (Local) and Texas Education Code Section 44.031.

**MONITORING AND REPORTING TIMELINE**

The term of contract will begin August 7, 2019 through August 31, 2020.

**RESOURCE PERSONNEL**

Steven Bassett                      Chief Financial Officer

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