

Cedar Hill Independent School District

BOARD OF TRUSTEES

Meeting Date: May 4, 2020

Presented by: Dr. Gerald Hudson, Superintendent of Schools

Subject: Approve vendor for the Purchase of Landscape Maintenance Services for 2020-2021

Consent Items

BOARD GOAL: Align the budget process to achieve district goals. This is the legal requirement that will keep the District in compliance with State Purchasing statutes. The bid process allows procurement of goods and services at the best value with the use of public funds.

BACKGROUND INFORMATION: Staff advertised and requested competitive sealed proposals for the purchase of Landscape Maintenance Services. Three vendors responded and were evaluated by members of the Maintenance and Operations department. Rightway Lawn & Tree Maintenance was ranked highest by all evaluating members. The term of the contract will be July 1, 2020 – June 30, 2021 with the option of four additional one-year renewals. The proposed contract amount is \$223,335 with a 3% cost increase for each additional year of the contract.

RECOMMENDATION: Administration requests to approve Rightway Lawn & Tree Maintenance for the purchase of Landscape Maintenance Services for the 2020-2021 school year.

BOARD ACTION REQUIRED: Motion to approve Rightway Lawn & Tree Maintenance for the purchase of Landscape Maintenance Services for the 2020-2021 school year.

POLICY AUTHORIZATION:

CH – LEGAL Purchasing and Acquisition

CH – LOCAL Purchasing and Acquisition

CONTACT PERSON(S):

Gilberto Prado, Chief Financial Officer

Caleb Pape, Purchasing and Accounts Payable Manager

FUNDING SOURCE:

2020-2021 Budget

ENCLOSURES:

Attached