

## **EXECUTIVE SUMMARY**

### **Bid Renewal 16-021T – Grounds Maintenance Services**

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This request is to approve the recommendation to renew Invitation to Bid (ITB) 16-021T - Grounds Maintenance Services for an additional one-year period.

ITB 16-021T was presented as Item EE-10, at the October 20, 2015, Regular School Board meeting and was Board approved on October 20, 2015, for a one-year term (January 1, 2016, through December 31, 2016) with a \$7,500,000 spending authority. The Physical Plant Operations (PPO) department utilizes this ITB to provide grounds maintenance services to 153 District sites. Currently, PPO provides funding for 129 sites and the remaining 24 sites directly purchase grounds maintenance services funded by the individual school's operating budget.

This ITB was originally released with the intent to be awarded for three (3) years with two (2) one-year renewal options. However, a motion was carried by the School Board to amend the contract term to one (1) year with four (4) one-year renewal options.

Green Horizon Services, Inc., is a certified Minority/Women Business Enterprise vendor and currently uses eleven (11) subcontractors to perform grounds maintenance services for the District. Through this ITB, additional local vendors are able to perform services for the District. Effective January 1, 2016, additional PPO oversight was assigned to monitor vendor performance on this contract. In addition, a supplier evaluation-rating tool has been incorporated into each service sign-off form completed by the School. School staff must not only approve the services performed at their site (mowing, fertilization, hedge trimming), School staff must rate the vendor's performance. Hundreds of school evaluations have been consistently "good", "very good", or "excellent" since the start of the current contract term.

In Exhibit A of this agenda package, four (4) charts are provided to show the average ratings given by schools for the aforementioned services performed at all locations. Any performance deficiencies that occur are now corrected within 48 hours. Due to the large number of evaluations received, copies of the supplier evaluations are on file in the Procurement & Warehousing Services department and are available upon request.