



COMMISSIONERS COURT  
COMMUNICATION

REFERENCE NUMBER

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25

DATE: 05/07/2019

SUBJECT: **BID NO. 2019-136 - ANNUAL CONTRACT FOR LAWN AND SMALL ENGINE EQUIPMENT, PARTS, REPAIRS, AND MAINTENANCE - FACILITIES MANAGEMENT - VARIOUS VENDORS - PER HOURLY RATE, DISCOUNT FROM CATALOG PRICES, PLUS MARKUP FOR PARTS**

**COMMISSIONERS COURT ACTION REQUESTED:**

It is requested that the Commissioners Court award Bid No. 2019-136, Annual Contract for Lawn and Small Engine Equipment, Parts, Repairs, and Maintenance, for Facilities Management, to the following vendors at the per hourly rate, discount from catalog prices, plus markup for parts:

Primary

Austin Turf and Tractor

Item A Sections I, VI, VIII  
Item C Sections II, III

Leonard’s Farm and Ranch Store, Inc.

Item A Sections II, IV, IX, XI, XIV  
Item B Section I, II, III, IV  
Item C Sections I, IV  
Item D Sections I, II, III, IV

Secondary

Austin Turf and Tractor

Item B Section I, II, III, IV  
Item D Section I, II, III, IV

Leonard’s Farm and Ranch Store, Inc.

Item A Section I

**BACKGROUND:**

Notice of the County’s intent to bid was advertised in local newspapers, as required by State statute, posted on the Internet, the Arlington Black Chamber of Commerce, the Fort Worth Hispanic Chamber of Commerce, the Fort Worth Metropolitan Black Chamber of Commerce, and the Tarrant County Asian American Chamber of Commerce. Five hundred thirty-eight (538) vendors were contacted and requested to participate in this bid process. All documents pertaining to this bid were posted on the Tarrant County website and were downloaded by interested bidders. A pre-bid conference held on March 20, 2019 was attended by three (3) vendors as well as representatives from Facilities Management and Purchasing. Three (3) bids and one (1) no-bid were received.

SUBMITTED BY:	Purchasing	PREPARED BY:	Charelle Bennett
		APPROVED BY:	



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Bids were evaluated by Facilities Management and Purchasing representatives. Award recommendations are to low bids meeting specifications. The bid received from LSM Outdoor Power did not meet specifications because the vendor submitted pricing for new equipment instead of repair prices for Tarrant County owned equipment as required. There are no awards for Item A-Sections III, V, VII, X, XII, XIII, Item E-Sections I-XII, and Item F-Sections I, II, III, IV because only no-bids were received for these sections. There are no secondary awards for Item A-Sections II, IV, VI, VIII, IX, XI and XIV; Item C-Sections I-IV because only no-bids were received for these sections.

The term of the contract is twelve (12) months, effective, May 7, 2019, with two (2) options for renewal periods of twelve (12) months each.

Therefore, it is the joint recommendation of Facilities Management and Purchasing that Bid No. 2019-136, Annual Contract for Lawn and Small Engine Equipment, Parts, Repairs, and Maintenance, be awarded to the vendors listed above at the per hourly rate, discount from catalog prices, plus markup for parts.

### **FISCAL IMPACT:**

Expenses from last year are approximately \$46,000.00. Orders are placed on an as-needed basis.