

**March 30, 2011 CTRMA BOARD OF DIRECTORS MEETING
Summary Sheet**

AGENDA ITEM #6

Authorization for award of CTRMA Contract No. 11183A24601M – Landscape Maintenance services on 183A for a period of one year.

Department: Engineering

Associated Costs: \$556,150.00

Funding Source: General Fund

Board Action Required: YES

Description of Matter:

On March 23, 2011, the following proposals for the subject contract were received:

Nalle Landscape, LLC
305 Hickory Drive
Elgin, Texas 78621

Encino Landscape, Inc.
P.O. Box 1096
Cleveland, Texas 77328

Weigelt Enterprises, LLC
P.O. Box 906
Dripping Springs, Texas 78620

The Proposal Documents were reviewed and were found to be in order. The GEC has recommended that the contract be awarded to Encino Landscape, Inc. based on the evaluation of the Proposals for the Best Value. If approved, a Notice of Award can be issued to the successful proposer. Following submittal and review of the contract bond and insurance documents, the contract will be executed and a Notice to Proceed can be issued.

Attached documentation for reference:

Landscape Maintenance RFQ Response Scoring Form

Contact for further information:

Wesley M. Burford, P.E., Director of Engineering



CENTRAL TEXAS
Regional Mobility Authority

MEMORANDUM

TO: Mike Heiligenstein
Executive Director

DATE: March 25, 2011

FROM: Wesley M. Burford, P.E.
Director of Engineering

SUBJECT: Mobility Authority Landscape Maintenance Services
Contract Procurement Recommendations

On Wednesday, March 23, 2011, **three (3) firms** responded to the Request for Proposals (RFP) issued for Landscape Maintenance Services.

Recommendation

All respondents met the proposal requirements for the specified qualifications and experience. The two proposals were reviewed and evaluated by an Evaluation Committee, and the scoring was compiled. The results are summarized as follows:

<i>Ranking</i>	<i>Firm</i>	<i>Points</i>
1	Encino Landscape, Inc	80.80
2	Weigelt Enterprises, LLC	80.10
3	Nalle Landscape, LLC	78.40

Maximum number of points: 100

Based on the results of the evaluation process by the designated Evaluation Committee, I am recommending that the Mobility Authority enter into negotiations for a Landscape Maintenance Contract with **Encino Landscape, Inc.**

Please let me know if you need any additional information.

Landscape
Maintenance Services
Contract Procurement

March 2011

RFQ CRITERIA

15% - Firm Experience

15% - Staff Qualifications

10% - References

5% - DBE Participation

15% - Response to Scope of Services

40% - Price Proposal

100% - TOTAL SCORE

RESPONSE RESULTS & RECOMMENDATION

		RESPONSE ELEMENTS						
	RANKING	TOTAL SCORE	Firm Experience	Staff Qualifications	References	DBE Participation	Response to Scope of Services	Price Proposal
Encino Landscape, Inc	1	80.80	12.00	12.00	10.00	2.60	10.20	\$556,150.00 34.00
Weigelt Enterprises, LLC	2	80.10	15.00	13.80	7.80	2.30	12.00	\$647,132.50 29.20
Nalle Landscape, LLC	3	78.40	9.45	9.00	6.40	2.15	11.40	\$473,595.00 40.00
MAX POINTS		100	15	15	15	5	15	40

**Central Texas Regional Mobility Authority
 LANDSCAPE MAINTENANCE SERVICES CONTRACT PROCUREMENT
 RFQ RESPONSE**

		Ranking	Total Score	RESPONSE ELEMENTS						
				I. Firm Experience	II. Staff Qualifications	III. References	IV. DBE Participation	V. Response to Scope of Services	VI. Price Proposal	
FIRMS	1	Encino Landscape, Inc	1	80.80	12.00	12.00	10.00	2.60	10.20	34.00
	2	Weigelt Enterprises, LLC	2	80.10	15.00	13.80	7.80	2.30	12.00	29.20
	3	Nalle Landscape, LLC	3	78.40	9.45	9.00	6.40	2.15	11.40	40.00
Max Points Possible			100	15	15	10	5	15	40	

**GENERAL MEETING OF THE BOARD OF DIRECTORS
OF THE
CENTRAL TEXAS REGIONAL MOBILITY AUTHORITY**

RESOLUTION NO. 11-___

Awarding a Contract for Landscape Maintenance Services for 183A

WHEREAS, CTRMA issued a request for proposals for landscape maintenance services on the 183A Turnpike on March 2, 2011 (the "RFP"), and three responsive proposals were received by the March 23, 2011 submittal deadline established by the RFP; and

WHEREAS, the responsive proposals were reviewed and evaluated in accordance with CTRMA's procurement policies; and

WHEREAS, after a review and analysis of the proposals by a review team and the Executive Director, the Executive Director recommends awarding contract to Encino Landscape, Inc.

NOW, THEREFORE, BE IT RESOLVED that the Board of Directors awards the contract to _____ and authorizes the Executive Director to finalize and execute the contract on the terms and conditions acceptable to the Executive Director and consistent with the RFP, CTRMA procurement policies, the awardee's response to the RFP, and this Resolution.

Adopted by the Board of Directors of the Central Texas Regional Mobility Authority on the 30th day of March, 2011.

Submitted and reviewed by:

Approved:

Andrew Martin
General Counsel for the Central
Texas Regional Mobility Authority

Ray A. Wilkerson
Chairman, Board of Directors
Resolution Number 11-___
Date Passed 03/30/11