

MEMORANDUM

TO: Claire Powell, City Manager

FROM: Stacie Anaya, Director of Parks and Recreation

DATE: April 6, 2026

SUBJECT: **Approval of a Bid Award for Annual Requirements Contracts for Mowing & Landscape Services of Zones 4, 5, 7, 8 and 9 to Yellowstone Landscape in an Estimated Annual Amount of \$836,508; and Authorization for the City Manager, or Her Designee, to Execute the Contracts.**

BACKGROUND

The current contract for mowing and trash removal services for creek channels in Zone 4 and TxDOT I-35 rights-of-way and medians in Zone 5 was awarded to Reeder Industries, Inc. in May 2025. The contract for Mowing and Landscaping Services for Zones 7, 8, and 9 with Yellowstone Landscape was originally executed in February 2023, with amendments approved in September 2023, July 2024, and January 2025. This contract expired on February 6, 2026. Both contracts have been administered by the Parks & Recreation Department.

In anticipation of the upcoming contract expiration for Zones 7, 8 and 9 and concerns of continuity of service for Zones 4 & 5, the City issued a Request for Proposals (RFP) in November 2025 to identify a contractor to provide mowing, landscaping, and trash pickup services for the five zones. The RFP established standards for landscape maintenance and included opportunities to incorporate alternative fuel vehicles, along with requirements for mowing and litter control along the I-35 corridor and within creek channels.

The RFP divided maintenance responsibilities into five separate zones and required contractors to submit proposals for each zone they wished to manage. Contractors were encouraged to submit proposals for multiple zones, with the understanding that each zone would be evaluated independently. Zones 1, 2, 3, and 6 are currently under contract and were therefore not included in this RFP. The specifications were created in accordance with Texas Local Government Code Chapter 252.042.

ANALYSIS

A Request for Proposals (RFP) was issued on November 1, 2025, with proposals received on November 24, 2025. A total of seven (7) landscape companies submitted proposals for multiple zones. City team members representing the Parks & Recreation and Finance departments evaluated the proposals using the following criteria:

- Price 30%

- Equipment 30%
- Previous Municipal Experience 20%
- Number of days to complete a mowing cycle 10%
- Safety Training Program 10%

A bonus was available for utilizing alternative fuel equipment. Pricing scores were adjusted by the following percentages:

- 10-25% of fleet alternative fuel equipment – 5%
- 26-50% of fleet alternative fuel equipment – 10%
- 51–100% of fleet alternative fuel equipment – 15%.

For example: if qualified bidders submit equivalent proposals, but one bidder offers use of alternative fuel equipment they will receive a boost in their price score according to the chart above to offset the cost of using the equipment.

Bidder 1 (no alternative fuel equipment) submits a bid of \$10,000

Price score is 30

Bidder 2 (25% alternative fuel equipment) submits a bid of \$10,000

Price score is $30 \times 1.05 = 31.5$

After evaluating and scoring the proposals, Yellowstone Landscape is recommended for award as shown in the table below. The contract for Zones 4 and 5 awarded by Council on May 5, 2025 will be extended with the current contractor to ensure coverage is maintained. Representatives from the Parks & Recreation Department met with Yellowstone Landscape to review the quality of the equipment proposed for the contract, confirm the team’s understanding of the scope of work, and ensure alignment with the City’s expectations for delivering high-quality services to the community.

Primary

Zone	Description	Company	Annual Price
7	Mowing and Landscaping	Yellowstone Landscape	\$ 238,868.00
8	Mowing and Landscaping	Yellowstone Landscape	\$ 416,522.00
9	Mowing and Landscaping	Yellowstone Landscape	\$179,098.00
7, 8 & 9	Miscellaneous	Yellowstone Landscape	\$ 2,020.00
		Total	\$ 836,508.00

Secondary

Zone	Description	Company	Annual Price
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5	Mowing and Trash Pickup	Yellowstone Landscape	\$ 156,420.00
4 & 5	Miscellaneous	Yellowstone Landscape	\$ 2,020.00
		Total	\$ 158,440

The proposed contract term is twelve (12) months, with options to extend for up to three (3) additional twelve (12)-month periods. Maintenance for Zones 7, 8, and 9 will occur year-round, with a varying number of service cycles based on property type and the required level of care. Yellowstone Landscape will only provide services for Zones 4 and 5 if the primary contractor is unable to fulfill its contractual obligations. The majority of areas will be serviced on a weekly basis to ensure compliance with maintenance standards and aesthetic expectations.

Current funding for landscape maintenance, mowing, and trash removal contracts for Zones 7, 8, and 9 totals \$806,874 from the Park Operations General Fund and 4B Fund. Increases in the overall contract cost are primarily attributed to an increase in the number of service locations and general inflationary impacts.

The Parks and Recreation Department will utilize vacancy savings to cover the difference between the previous and proposed contract costs for the current fiscal year. Alternative funding strategies for FY27 will be evaluated during the upcoming budget development process.

CITY STAFF'S RECOMMENDATION

That the City Council approve the award and authorize the City Manager, or her designee, to execute the contracts as set forth in the caption above.