



## **CITY COUNCIL COMMUNICATION**

October 12, 2010

**SUBJECT:** Annual Contract for Parks and Golf Course Plant Protectants and Fertilizers

**SUBMITTED BY:** Glenda Hartsell-Shelton, General Manager

**REFERENCE NO:** Bid No. 016-10

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### **ACTION REQUESTED:**

Consider award of Bid No. 016-10 for the purchase of plant protectants and fertilizer per the attached bid tabulation summary to Estes, Inc. and Helena Chemical Company.

### **ALTERNATIVES:**

- Do not approve
- Re-Bid

### **SUMMARY OF SUBJECT:**

Annually, we bid plant protectants and fertilizers so that we are able to take advantage of the lowest prices on these products. All bid pricing for the products can be seen on the attached bid tabulation sheet. We are requesting the following: Estes, Inc. is awarded Fungicide Item #1, 2, and 3; Herbicide Items #2 and 7; Insecticide Item #4 and other Items #1, 2, 3, 4, 5, 6 and 8. That Helena Chemical Company be awarded Herbicide Items #1, 3, 4, 5, 6, 8, and 9; Insecticide Items #1, 2, and 3; and other Item #7. Award was determined based on lowest bid price meeting specifications and in the case of tie bids, awarded to Estes, Inc. based on outstanding past customer service.

These plant protectants and fertilizers will be used at Texas Star Golf Course, The Parks at Texas Star, and many of the City Parks. The quantities listed on the tabulation sheet are estimates only, but are intended as a forecast for both the vendors and the City of Euless in order to have dollar amounts from which to work. These items are bid as a unit price. Several of the products bid are specified in different formulations (liquid and granular), but will only be purchased in one form or the other if at all. Actual expenditures will depend on quantities needed and product used throughout the year and will not exceed budgeted amounts.

**FINANCIAL CONSIDERATIONS:**

Revenue Sources:	Golf Course Maintenance Budget Parks Maintenance Budget
Expenditure Accounts:	540-7062-550.61-25 Fertilizer (\$38,200) 540-7062-550.61-26 Plant Protectants (\$36,000) 101-7052-550.61-04 Chemical Supplies (\$35,000)
Budgeted Amount:	\$109,200.00
Estimated Expenditure:	\$109,200.00
Over/Under Projection By:	-0-
Other Comments:	

**SUPPORTING DOCUMENTS:**

- Bid Tabulation
- Vendor List

**APPROVED BY:**

\_\_\_\_\_ **LG** \_\_\_\_\_

City Manager's Office

\_\_\_\_\_ **SC** \_\_\_\_\_

City Secretary's Office