



AGENDA REPORT

MEETING DATE:	October 5, 2026	Regular
DEPARTMENT:	Parks and Recreation	Tom McKlveen, Parks & Recreation Director
SECTION OF AGENDA:	Consent Agenda	October 5, 2026
	N/A	
AGENDA ITEM TITLE:	Approval of a Parks Maintenance Services Agreement Between the City of Milton and Tri Scapes, LLC for Dedicated Staffing and Maintenance of City Parks, Athletic Facilities, Trails, and Greenspaces.	
STATEMENT OF PURPOSE:	To request approval of an agreement with Tri Scapes, LLC for comprehensive parks maintenance services following completion of the City's competitive Request for Proposals process.	
FINANCIAL IMPACT:	The agreement provides for an annual base price of \$691,000 for parks maintenance services. Funding for the agreement is included in the Parks and Recreation operating budget. The base price includes the required seven-person staffing model, routine labor and supervision, vehicles, equipment, fuel, equipment maintenance, chemicals, fertilizer, pre-emergent treatments, weekend coverage, and other operating costs identified in the Scope of Work. Supplemental staffing, supplemental equipment, and approved pass-through materials will be billed separately when authorized by the City.	
RECOMMENDED ACTION:	Approve the Parks Maintenance Services Agreement with Tri Scapes, LLC.	

EXECUTIVE SUMMARY:

The City of Milton utilizes a third-party contractor to provide day-to-day maintenance of the City's parks, athletic facilities, trails, greenspaces, and related recreation properties. The current maintenance agreement is approaching the end of its term, requiring the City to competitively procure a new contract for these services.

Staff issued RFP 26-PR03 for Parks Maintenance Services. The solicitation was structured differently from the City's previous parks maintenance contracts. Rather than relying primarily on a traditional task-based scope of work, the new contract establishes a dedicated staffing and equipment model responsible for maintaining the park system to the standards identified by the City.

The City received four proposals through the RFP process. Proposals were evaluated based on technical approach, staffing, company qualifications and operational capacity, equipment, related experience and references, and cost. Following the initial evaluation, the highest-rated firm was invited to participate in interviews focused on staffing, equipment readiness, and passive park management. Following the evaluation and negotiation process, Tri Scapes, LLC was selected as the recommended vendor.

The final negotiated staffing model includes seven full-time dedicated employees, including supervisory, active park, passive park, and general park maintenance personnel. Weekend staffing and additional operational support are incorporated into the contractor's overall staffing responsibilities separately.



A primary benefit of the new contract structure is greater flexibility in how maintenance resources are deployed throughout the park system. Under a traditional task-based contract, individual services and frequencies are often prescribed in detail, which can limit the contractor's ability to redirect labor when conditions or priorities change. Under the proposed model, the City is securing a dedicated team responsible for meeting established maintenance standards across the entire park system.

This approach allows City staff and the contractor to adjust daily and weekly priorities based on athletic schedules, weather, seasonal maintenance needs, special events, trail and greenspace conditions, and other operational demands without requiring individual changes to the contract each time resources are shifted. It also creates greater accountability for staffing levels and gives the City clearer visibility into the personnel and equipment assigned to its parks.

The scope continues to establish specific service expectations for athletic fields, landscaped parks, trails, passive parks, restrooms, trash and porter services, turf maintenance, vegetation management, and other routine park maintenance activities. The difference is that the contractor will be responsible for deploying the dedicated seven-person team and included equipment in the most effective manner necessary to meet those standards.

The proposed agreement has an initial term of one (1) year and includes up to four (4) automatic one-year renewals, subject to the terms and conditions of the agreement.

PURPOSE/BACKGROUND:

The City has historically contracted with a private firm to provide parks maintenance services. The services include maintenance of active recreation facilities such as Bell Memorial Park and Legacy Park, as well as passive parks, preserves, trails, greenspaces, community facilities, and athletic fields located on City and partner properties.

As part of the new procurement, staff reevaluated the structure of the existing contract and determined that a dedicated staffing model would provide greater operational flexibility and accountability than a contract based primarily on individual maintenance tasks and service frequencies.

RFP 26-PR03 therefore established required staffing, equipment, service standards, response expectations, and maintenance responsibilities while allowing the contractor and City staff greater flexibility in determining how those resources are deployed.

Following receipt and evaluation of four proposals, Tri Scapes, LLC received the highest overall evaluation and was selected as the recommended contractor.

STAFF ANALYSIS:

Tri Scapes demonstrated significant municipal parks maintenance experience, familiarity with the City's park system, qualified supervisory personnel, appropriate equipment resources, and the ability to provide dedicated active and passive park maintenance crews.

Staff believes the dedicated staffing approach will provide several operational advantages compared with the City's previous task-based contract structure, including:

- Greater flexibility to shift priorities between athletic facilities, passive parks, trails, and other properties as conditions require.
- Improved ability to address emerging maintenance needs without requiring additional task-specific pricing.
- Greater accountability for the number of personnel assigned to the City.

- Better coordination between City staff and the contractor's Working Foreman.
- Greater ability to prioritize work based on weather, athletic schedules, seasonal demands, special events, and field conditions.
- More efficient use of labor and equipment across the park system rather than assigning resources solely according to predetermined maintenance cycles.

The agreement will also include staffing accountability provisions to ensure the contractor maintains the required personnel throughout the contract term.

FINANCIAL IMPACT:

The annual base contract amount is \$691,000. The base contract includes the seven-person staffing model and the labor, supervision, vehicles, equipment, fuel, equipment maintenance, chemicals, fertilizer, pre-emergent treatments, weekend staffing, and other routine operating expenses required to perform the Scope of Work. Supplemental personnel, certain supplemental equipment, and approved pass-through materials may be authorized separately by the City when needed.

Funding is available within the FY27 Parks and Recreation operating budget. The agreement includes an initial one-year term with up to four automatic one-year renewals.

ALTERNATIVES CONSIDERED:

The City could reject the recommended agreement and pursue another procurement or alternative maintenance delivery model. Staff does not recommend this option because the competitive RFP process has been completed and Tri Scapes, LLC was determined to provide the most advantageous overall proposal following technical evaluation, interviews, and negotiations.

The City could also continue utilizing a traditional task-based maintenance model. Staff believes the dedicated staffing approach provides greater operational flexibility, accountability, and responsiveness to the changing needs of the park system.

LEGAL AND REGULATORY CONSIDERATIONS:

The agreement will be subject to final review and approval by the City Attorney and will incorporate the requirements of RFP 26-PR03, applicable addenda, negotiated terms, insurance requirements, and other standard City contractual provisions.

OPERATIONAL IMPACT

The agreement will provide the Parks and Recreation Department with a dedicated seven-person maintenance team responsible for routine maintenance of the City's parks, athletic facilities, trails, greenspaces, and related properties. The staffing-based model is expected to improve the Department's ability to coordinate maintenance priorities and respond to changing conditions throughout the year. City staff will continue to provide contract oversight, establish priorities, monitor performance, and coordinate directly with the contractor's supervisory personnel.

COMMUNITY/STAKEHOLDER IMPACT:

The proposed agreement supports continued maintenance of the City's park system and recreation facilities used by residents, athletic associations, program participants, renters, and visitors. The dedicated staffing model is

intended to provide much improved and consistent maintenance while allowing resources to be directed toward the areas of greatest need throughout the year.

STRATEGIC ALIGNMENT:

Supports the City's commitment to maintaining high-quality parks, recreation facilities, trails, greenspaces, and public spaces while utilizing City resources efficiently and effectively.

STAFF RECOMMENDATION:

Staff recommends approval of the Parks Maintenance Services Agreement with Tri Scapes, LLC

REVIEWS & APPROVALS:

Financial Review: Bernadette Harvill, Deputy City Manager – September 29, 2026

Legal Review: Jennifer McCall, Jarrard & Davis, LLP – September 14, 2026

Concurrent Review: Steven Krokoff, City Manager

Bernadette Harvill

Steven Krokoff
Steven Krokoff (Oct 13, 2026 07:46:28 EDT)

ATTACHMENTS:

Parks Maintenance Services Agreement