



## PARKS AND RECREATION

**To: Mayor and Town Council**

**From: Dan Baker, Parks and Recreation Director**

**Through: Mario Canizares, Town Manager  
Robyn Battle, Executive Director**

**Re: Custer Rd Median Maintenance Agreement**

**Town Council Meeting – March 12, 2024**

**Strategic Visioning Priority: 4. Provide Excellent Municipal Services**

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**Agenda Item:**

Consider and act upon authorizing the Town Manager to execute a Contract for Services between the Town of Prosper and V&A Landscape and Lawn to provide median maintenance services on Custer Road from US Highway 380 to Frontier Parkway.

**Description of Agenda Item:**

The Town of Prosper, through the Purchasing Department, solicited proposals for the maintenance of medians located on Custer Road from US Highway 380 to Frontier Parkway, within the Town of Prosper and the City of McKinney. V&A Landscape and Lawn has been awarded the contract through the evaluation criteria. The initial term of the contract will be one (1) year, with four (4) optional, one-year renewal periods. V&A Landscape and Lawn currently holds the contract for median maintenance for the Town's medians and along US 380.

This is a cooperative procurement process, with the Town of Prosper serving as the lead agency on behalf of the Town of Prosper and the City of McKinney. The Town of Prosper will administer the contract on behalf of both entities and process payments. It is understood that any reference to the "Town" throughout this document represents both entities. The Town of Prosper will invoice the City of McKinney for 50% of non-extra-territorial jurisdiction (ETJ) adjacent medians. The City of McKinney has chosen not to share in the cost of the ETJ adjacent areas. The Town is in the process of finalizing this agreement with the City of McKinney. The Town will invoice the City of McKinney twice per fiscal year for their share of the maintenance expense.

**Budget Impact:**

Funds are available in the Parks and Recreation account for Contracted Services, Contract will be funded in 100-5480-60-02 in the amount of \$55,875.00.

**Legal Obligations and Review:**

Terrence Welch of Brown & Hofmeister, L.L.P., has approved the attached documents as to form and legality.

**Attached Documents:**

1. Partially Executed Contract for Services with Exhibits
2. Scoring Matrix
3. Bid Tab Pricing

**Town Staff Recommendation:**

Town Staff recommends the Town Council authorize the Town Manager to execute an Agreement between V&A Landscape and Lawn, and the Town of Prosper, Texas, related to the median maintenance on Custer Road from US Highway 380 to Frontier Parkway.

**Proposed Motion:**

I move to authorize the Town Manager to execute an Agreement between V&A Landscape and Lawn, and the Town of Prosper, Texas, related to the median maintenance on Custer Road from US Highway 380 to Frontier Parkway.