



## COUNCIL AGENDA ITEM MEMORANDUM

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**DEPT./DIVISION SUBMISSION & REVIEW:**

Kevin Beavers, Director of Parks and Recreation  
Chuck Ramm, Assistant Director of Parks and Recreation

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing an annual services agreement with Heart of Texas Landscape & Irrigation Co, Inc. of Belton for mowing and maintenance services of Hillcrest Cemetery in the estimated amount of \$159,220 for FY 2025.

**BACKGROUND:** Approval of this item will allow for a mowing and maintenance services agreement with Heart of Texas Landscape & Irrigation Co, Inc. (Heart of Texas) for Hillcrest Cemetery located at 1873 N 1st Street on a bi-weekly basis from March to November. Hillcrest Cemetery is approximately 68 acres and currently contains approximately 18,500 gravesites, which include markers flush to ground, monumental vertical headstones, and unmarked graves.

Request for Proposals #35-02-25 was issued to procure mowing and maintenance services for Hillcrest Cemetery. Six proposals were received from CTX Mowing, LLC of Georgetown; Grass Works Lawn Care of Leander; Green World Care, Inc. of Dallas; Heart of Texas; Incircle Management, Inc. of Westlake; and Yellowstone Landscape of Pflugerville. An evaluation committee comprised of Parks & Recreation and Finance staff determined the proposal submitted by Heart of Texas will provide the best value for the City as shown in the evaluation tabulation attachment. Evaluation factors included the proposed pricing, demonstrated understanding of the scope of work and proposed work plan, experience, reputation and abilities, and quality and quantity of personnel and equipment.

The annual contract will commence October 1, 2024 and continue through September 30, 2025. The contract can be extended four additional one-year periods, if agreeable to both parties.

**ALIGNMENT WITH ADOPTED PLANS:**

| Plan           | Comments   |
|----------------|--|
| Strategic Plan | This item supports the City of Temple's Strategic Plan goal of "Beautiful spaces and unique experiences" as well as the Strategic Plan commitment to "Enhance and expand |

| Plan | Comments  |
|------|---|
|      | our infrastructure of parks, recreation centers, green spaces, and trails to encourage active living and wellness.” |

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**BOARDS & COMMISSIONS RECOMMENDATION:** This item was not reviewed by any of the official boards and commissions.

**FISCAL IMPACT:** Funding for an annual services agreement for the mowing and maintenance services of the Hillcrest Cemetery with Heart of Texas Landscape & Irrigation Co, Inc. in the estimated amount of \$159,220 is available in account 110-3540-552-2623.

**ATTACHMENTS:**

Resolution

Proposal Evaluation Tabulation