



# City of Denton

City Hall  
215 E. McKinney Street  
Denton, Texas  
www.cityofdenton.com

## AGENDA INFORMATION SHEET

**DEPARTMENT:** Procurement  
**ACM:** Christine Taylor  
**DATE:** December 2, 2025

### **SUBJECT**

Consider adoption of an ordinance of the City of Denton, a Texas home-rule municipal corporation, authorizing the City Manager to execute a contract with Justin Seed Company, Inc., through the Buy Board Cooperative Purchasing Network Contract No. 706-23, for the acquisition of bulk fertilizer applications to park properties and athletic fields for the Parks and Recreation Department; providing for the expenditure of funds therefore; and providing an effective date (File 8870 – awarded to Justin Seed Company, Inc., for one (1) year, with the option for four (4) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$201,000.00).

### **STRATEGIC ALIGNMENT**

This action supports Key Focus Area: Strengthen Community and Quality of Life.

### **INFORMATION/BACKGROUND**

The Parks and Recreation Department (PARD) oversees the maintenance and management of approximately 650 acres of maintained parks and athletic field turf. A critical component of the maintenance program is the application of fertilizer to support turf health. In conjunction with other cultural practices, fertilizers play a key role in turf recovery and repair, enhancing root development, improving sports playability, and increasing resistance to diseases and pests.

The anticipated cost breakdown is as follows. There is an adjustment included after year 1 in anticipation of potential cost increases.

	Year 1	Year 2	Year 3	Year 4	Year 5	Total
Est. Annual Spend	35,000	38,000	40,000	43,000	45,000	\$201,000

Pricing obtained through the Buy Board Cooperative Purchasing Network has been competitively bid and meets the statutory requirements of Texas Local Government Code 271.102.

### **PRIOR ACTION/REVIEW (COUNCIL, BOARDS, COMMISSIONS)**

On February 1, 2005, City Council approved the interlocal agreement with the Buy Board Cooperative Purchasing Network (Ordinance 2005-034).

## **RECOMMENDATION**

Award a contract with Justin Seed Company, Inc., for the acquisition of bulk fertilizer applications to park properties and athletic fields for the Parks and Recreation Department, in a one (1) year, with the option for four (4) additional one (1) year extensions, in the total five (5) year not-to-exceed amount of \$201,000.

## **PRINCIPAL PLACE OF BUSINESS**

Justin Seed Company, Inc.  
Justin, TX

## **ESTIMATED SCHEDULE OF PROJECT**

This is an initial one (1) year contract with options to extend the contract for four (4) additional one (1) year periods, with all terms and conditions remaining the same. This Buy Board contract expires on May 31, 2026.

## **FISCAL INFORMATION**

These items will be funded from Parks and Recreation Department Operating object accounts 402170.6545 and 402170.6334. Requisitions will be entered on an as-needed basis. The budgeted amount for this item is \$201,000. The City will only pay for services rendered and is not obligated to pay the full contract amount unless needed.

## **EXHIBITS**

Exhibit 1: Agenda Information Sheet  
Exhibit 2: Ordinance and Contract

Respectfully submitted:  
Lori Hewell, 940-349-7100  
Purchasing Manager

For information concerning this acquisition, contact: Russell Koch, 940-349-8412.

Legal point of contact: Marcella Lunn at 940-349-8333.