



**Texas Trees Foundation
for
South Dallas Greening Initiative**

**Request for Proposals for
Irrigation Services**

RFP Release Date:

Friday, June 6, 2025

PROPOSALS DUE:

**Friday, June 20, 2025
11:59 pm Central Daylight Time**



**Texas Trees Foundation
3000 Pegasus Park Drive
Suite 740 Dallas, TX 75229
REQUEST FOR PROPOSAL (RFP)**

Table of Contents

Section 1 Request for Proposal.....	3
Section 2 Background	3
Section 3 Project Purpose	4
Section 4 Scope of Work	8
Section 5 Contents of Proposal.....	10
Section 6 General Requirements and Submittal Instructions	10
Section 7 Selection Process.....	11
Section 8 Acceptance or Rejection and Negotiation of Proposal	12
Section 10 Questions	12
Section 11 Reservations.....	12
Equal Opportunity Statement	13
Closing Date and Time	13



Section 1 Request for Proposal

The Texas Trees Foundation (TTF) is requesting proposals from qualified consultants to install an irrigation system for trees and food forest plants at two locations in South Dallas. The required services and performance conditions are described in the Scope of Work. Consultants are encouraged to suggest additions or modifications to the scope that will enhance or clarify the work, and these suggestions should be incorporated in the proposal. If the consultant hires a subcontractor for any components of the outlined work, the subcontractor must be approved by TTF.

Section 2 Background

Texas Trees Foundation, a 501(c)(3), is dedicated to connecting people with trees with the goal of improving human health and wellbeing. For over 40 years, Texas Trees Foundation (TTF) has had a longstanding commitment to trees and people, especially the benefits of trees to people. Additionally, this organization implements research-based greening in hopes to educate and mobilize the public to increase stewardship of the urban forest. Texas Trees collaborates with urban planners, landscape architects, developers, corporations, and municipalities to improve the overall quality of life in urban communities.

The South Dallas Greening Initiative (SDGI) is a community-driven, urban forestry-based, transformation surrounding South Dallas (including Mill City, Wheatley Place, Queen City, and surrounding neighborhoods) that will improve human health by expanding tree canopy, increasing green space, and providing accessible urban forestry education and career training opportunities. The SDGI is funded through a grant received from the USDA Forest Service as part of the Inflation Reduction Act for Urban and Community Forestry. Over the next five years, upwards of 3,000 trees will be planted in vacant lots, rights-of-ways, schools, and partner-owned land in South Dallas neighborhoods such as Mill City, Wheatley Place, Queen City, Jubilee, Dolphin Heights, Bertrand, and South Blvd/Park Row.

The project area was selected by analyzing TTF's 2022 [Tree Equity Planting Map](#). This map is a prioritization tool that shows areas within Dallas that are in the greatest need for increased tree canopy to help combat urban heat, poor air quality, and improve human health. This map shows the South Dallas area and surrounding neighborhoods as "urgent" and "emergent" high-priority planting areas. This data was used in combination with community-based needs identified by our organization to solidify the selection process of the Fair Park and surrounding neighborhoods in South Dallas.

The SDGI is unique to TTF in that it aligns all of TTF's programs in one geographic area to move the needle on human health. This will include community engagement and education, [Cool Schools program](#), [Green Jobs Workforce program](#), and priority tree plantings. It is worth noting that populations in our project area in South Dallas have on average 20+ years shorter life



expectancy when compared to neighborhoods immediately North. This is due to multiple issues that lie within the intersection of social and environmental factors- which we're hoping to address through the South Dallas Greening Initiative. We see that trees have enormous potential to help cool our city, provide clean air, and improve community member's overall mental and physical health but having a true impact on community member health is going to take focused and intense greening efforts that the SDGI will deliver.

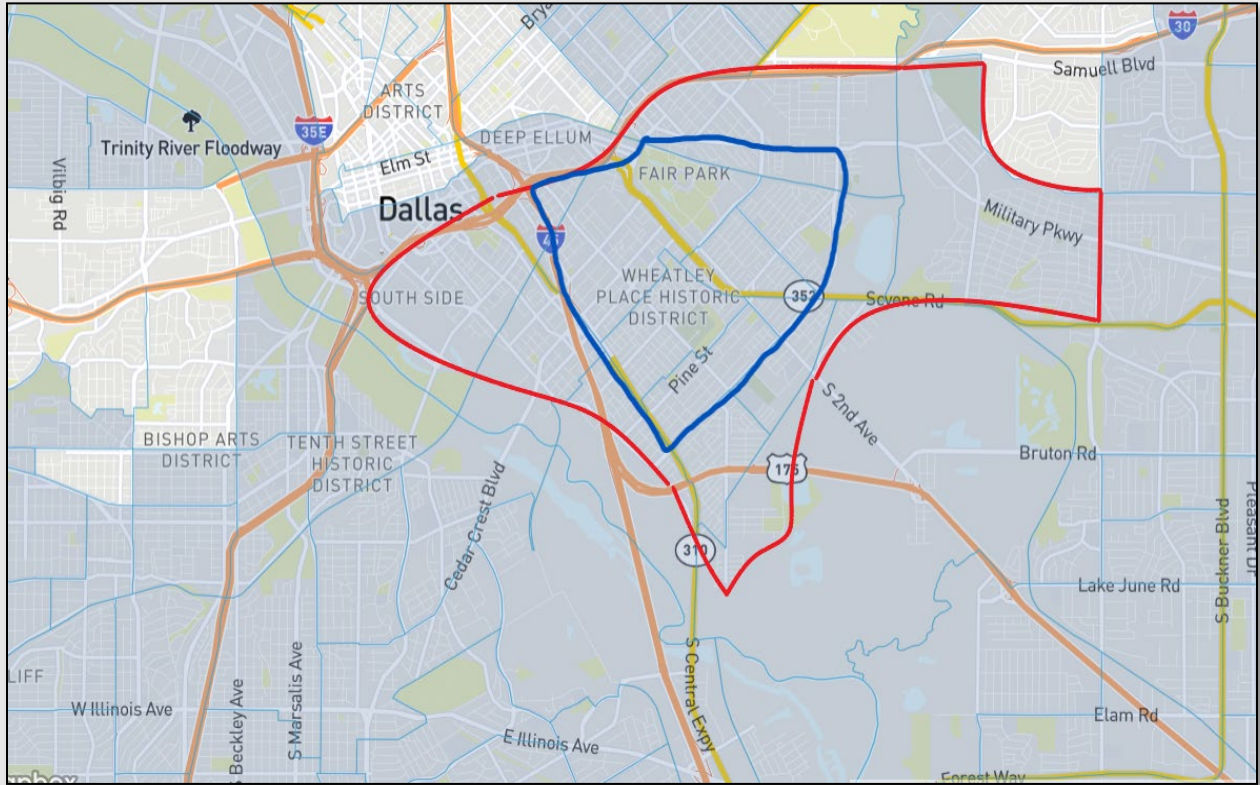


Figure 1 Blue outline indicates Core Project Area, which will be the focus of our greening efforts, and red outline indicates Community Partnership Areas, which we will expand into for additional greening efforts and educational opportunities.

Section 3 Project Purpose

The purpose is to provide in-ground irrigation for trees, food forest plants, and supportive landscaping plants, such as pollinator gardens, that are planted as part of the South Dallas Greening Initiative project at Cornerstone Community Garden and the Mill City Teaching Farm.



Figure 2 Site 1- Cornerstone Community Garden. Site plan shows 14 trees, 1 fruit/veggie trellis (blackberries), and 6 raised beds.

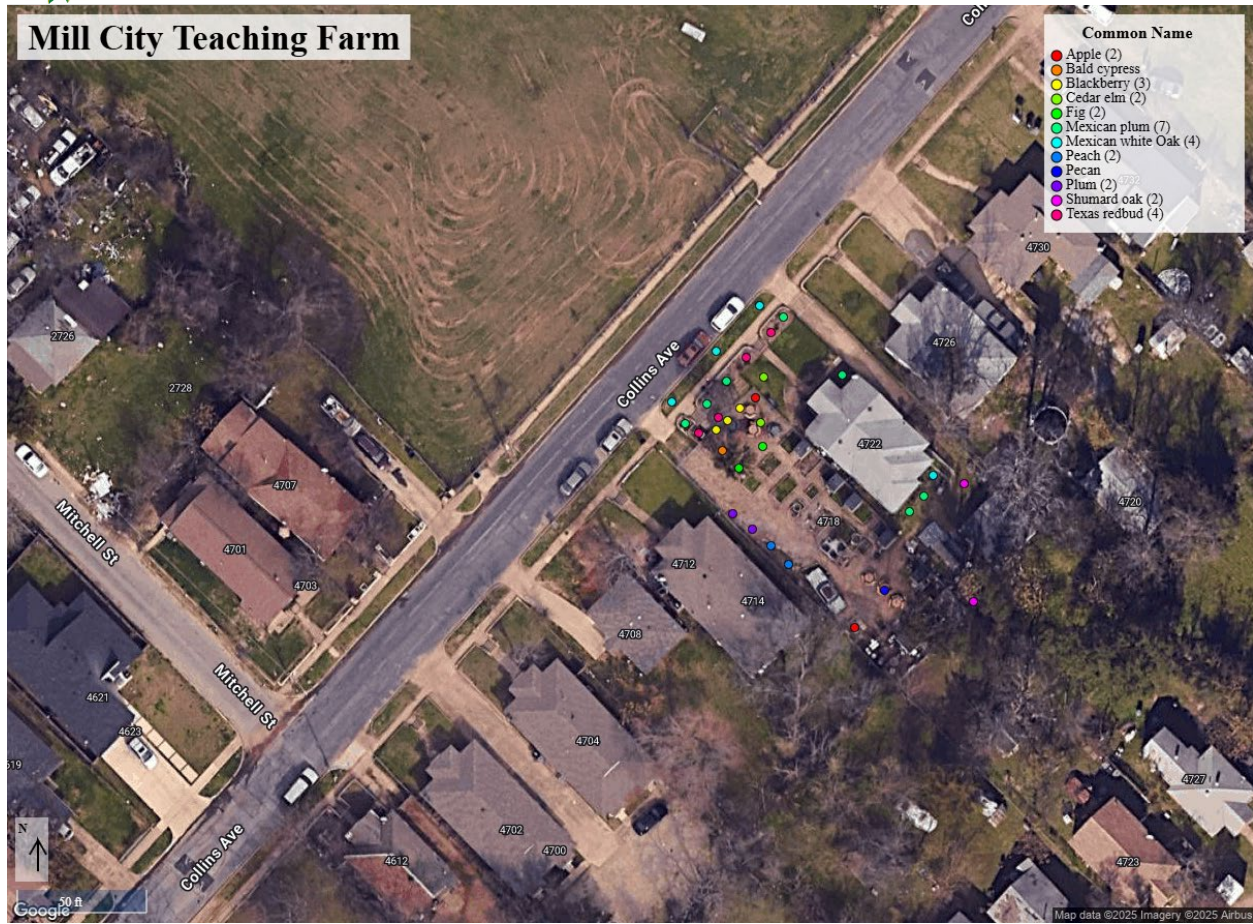


Figure 3 Site 2- Mill City Teaching Farm site plan shows 29 trees, 15 raised beds, 3 blackberries, 2 pollinator gardens, and back garden area (15'x15') that require in ground irrigation.



Figure 4 Photo shows 16 trees (excluding blackberry) planted in phase 1 that will receive bubblers and 16 raised beds that will receive drip irrigation in Summer 2025.



Figure 5 Photo shows trees and pollinators that will be planted in Phase 2 in Fall 2025. Future connections should be installed for these 10 trees as part of the scope of work in Summer 2025.

Section 4 Scope of Work

The proposal should include cost to furnish all materials, labor, tools, and equipment to complete the following components at each site:

Site 1- Cornerstone Community Garden (1698 Al Lipscomb Way, Dallas, TX 75215) Installation should be completed by July 15th, 2025.

- AutoCAD irrigation design utilizing existing TTF planting plan to secure new installation permit with necessary field updates to produce as-built after completion
- All necessary permitting, inspections, and requirements by The City of Dallas
- Point of Connection & Controller
 - o Connection to building waterline
 - o Installation of new 1" irrigation point of connection with necessary components
 - o Installation of post with solar battery controller and rain and freeze sensor
- Tree Station - (17 +/- trees from Phase 1)



- Installation of (1) 1" PGV station valve and ball valve
- Installation of new lateral piping and (2) spray 4" heads and bubbler nozzle per new tree and (3) blackberry to have (1) head per plant
- New Drip Stations (new raised beds)
 - Installation of (1) drip stations via 1" drip kit and 12" emitter spacing drip line spaced at 12"
 - Installation of (1) drip indicator heads per station
 - Installation of (1) manual flush valves at the end of each drip station run
- Existing Raised Bed Stations
 - Removal and disposal of remaining existing drip/above ground irrigation
 - Installation of (5) drip stations via 1" drip kit
 - 12" emitter spacing drip line spaced at 12"
 - Installation of drip indicator head per station
 - Installation of manual flush valve at the end

Site 2- Mill City Teaching Farm (4719 Collins Avenue, Dallas, TX 75210) Installation should be completed by July 15th, 2025.

- AutoCAD irrigation design utilizing TTF planting plan to secure new installation permit with necessary field updates to produce as-built after completion.
- All necessary permitting, inspections, and requirements by The City of Dallas
- Point of Connection & Controller
 - Connection to house waterline
 - Installation of new 1" irrigation point of connection with necessary components
 - Installation of battery powered controller with rain and freeze sensor
- Tree Station (29 trees and 3 blackberry plants total for Phase 1 + 2)
 - Installation of (1) 1" PGV station valve and ball valve
 - Installation of new lateral piping and (2) spray 4" heads and bubbler nozzle per tree in Phase 1 (16 +/- trees) and (3) blackberries plants should receive (1) head per plant
- Front Bed Station (between sidewalk and fence)
 - Installation of (1) drip kit
 - Installation of dripline worked into existing mulch spaced
- Raised Bed Station - approx. (16) planter boxes
 - Removal of existing above ground temporary irrigation
 - Installation of (1) drip kit with ball valve
 - Installation of dripline worked into existing mulch spaced
- Back Garden Station - approx. 15'x15'
 - Installation of (1) 1" PGV station valve and ball valve
 - Installation of new lateral piping and (12") spray heads with rotator nozzles spaced around perimeter to broadcast spray into raised beds
- Future Connections for Phase 2 Trees
 - Installation of spare section valve & capped lateral stub outs for Phase 2 trees (10 +/-)



- Installation of spare drip valve & capped lateral stub outs for future pollinator space

Section 5 Contents of Proposal

Proposals should be submitted in PDF format and not-to-exceed 6 pages. Proposals must include the following information:

- General description of the firm, and the credentials and background of the team members who will be responsible for the project.
- Two (2) referrals and contact information from previous clients.
- Consultant's recommended Project Schedule/Timeline, to be completed by July 15th, 2025.
- Irrigation concept plan for each site, cost proposal by task, and total cost.
- MWBE Certification, if applicable.

Section 6 General Requirements and Submittal Instructions

The selected consultant must meet the following requirements:

- Consultant should possess all applicable licenses and certifications required by the State of Texas and shall also maintain all other business and professional licenses that may be required by Federal, State and Local Codes.
- Provide a W-9.
- Selected Consultant, their employees and subcontractors must pass a background check and maintain acceptable status whenever requested by TTF.
- Must satisfy all requirements pertinent to insurance, including a Certificate of Insurance.

To be considered, respondents shall submit their proposals electronically by sending one complete PDF file by email or other electronic transmission service accessible by email (such as Dropbox, Google Drive, etc.) no later than **11:59 pm Central Daylight Time on Friday, June 20, 2025**, to:

Emily Plauche, TTF Community Greening Manager
emilyp@texastrees.org

An email response will confirm receipt of all electronic submissions successfully received. The cost for preparing a proposal in response to the RFP is the responsibility of the Consultant.

Any questions or concerns regarding this RFP shall be directed to:

Texas Trees Foundation
Emily Plauche, Community Greening Manager



3000 Pegasus Park Drive, Suite 740

Dallas, TX 75247

Office: 214-953-1184

Cell: 469-865-5694

emilyp@texastrees.org

Section 7 Selection Process

TTF will select Consultant based on the proposal submitted and presentation to TTF staff. TTF may also make the selection of the Consultant based on negotiation with one or more of the respondents. In conducting such negotiations, TTF will avoid disclosing the content of competing proposals. TTF reserves the right to award multiple contracts for various portions of the requirements to different consultants including, but not limited to, the creation of data-based reports and interactive dashboards.

After submission of a proposal but before final selection of the Consultant is made, TTF may permit a respondent to revise its proposal to obtain the respondent's best and final offer or to provide clarification as requested by TTF.

TTF will review all submitted proposals to determine those consultants that best meet the requirements of this RFP and the evaluation criteria listed below:

#	Evaluation Criteria	Weight
1	Demonstrated ability to complete scope of work and experience as it relates to the scope of work in the RFP	40
2	Reasonableness of proposed cost	25
3	Ability to meet the required project timeline	15
4	Business located in South Dallas (project area defined in figure 1)	10
5	Experience in contracting with community-based organizations	10
	Total Points Possible	100

All proposals submitted shall be valid for a minimum period of one-hundred and twenty (120) calendar days following the last date established for proposal submission. Proposals may be withdrawn on written request from the consultant at the address shown in this solicitation prior to the last date for proposal submission. Negligence on the part of the consultant in preparing the proposal confers no right of withdrawal after the time set for proposal submission.



It is the intent of TTF to enter and execute a contract for services with the selected consultant no later than sixty (60) days of the last date established for proposal submission. TTF reserves the right to reject any and all proposals. The final selection will not necessarily be based on the lowest bid, but rather the best value.

Section 8 Acceptance or Rejection and Negotiation of Proposal

TTF reserves the right to accept or reject any or all proposals or select more than one firm to complete this work. After selection by TTF, the contents of the submitted proposal will become a contractual obligation. Failure to agree to include the proposal as part of the contractual agreement will result in cancellation of the award. TTF reserves the right to negotiate a modification to, or accept any part of the proposal, and will not be obligated in any way to accept those parts that do not meet the approval of TTF. Terms and conditions of the contract will be subject to the approval of TTF legal counsel. The proposal, draft report, and final report shall become the property of TTF.

Section 10 Questions

Questions regarding this RFP should be submitted in writing and directed to Emily Plauche, TTF Community Greening Manager via e-mail at emilyp@texastrees.org no later than **June 13, 2025**, by 5:00 pm CDT. As necessary, responses to questions will be issued via an addendum to all prospective bidders. TTF reserves the right to reject any and all proposals. TTF looks forward to your response to this Request for Proposals and appreciates your interest.

Section 11 Reservations

Additional information regarding RFP submittal, content, processes, and procedures are listed below:

- 1) All proposals will become the property of TTF and will not be returned to Consultants.
- 2) TTF reserves the right to reject any and all proposals, whether minimum qualifications are met, and to modify, postpone, or cancel this Request for Proposal, in whole or in part, or decide to award a contract to perform only some of the services outlined in this Request For Proposal, without liability, obligation, or commitment to any party, Consultant, or organization.
- 3) In addition, TTF reserves the right to request and obtain additional information from any candidate submitting a proposal, and to negotiate the final scope of services with the selected consultant. TTF is not liable for any costs incurred by consultants prior to issuance of an agreement, contract, or purchase order. Costs of developing the proposals, oral presentations or any other such expenses incurred by the consultant in responding



to the RFP are entirely the responsibility of the consultant and shall not be reimbursed in any manner by TTF. No materials or labor will be furnished by TTF.

- 4) TTF reserves the right to waive or permit cure of minor informalities and/or insignificant mistakes such as matters of form rather than substance and to conduct discussions and negotiations with any qualified respondent in any manner deemed necessary by TTF to serve its best interests. TTF also reserves the right, based on its sole judgment and discretion, to award a contract based upon the written proposals it receives without conducting discussions, interviews, or negotiations.
- 5) If, in the opinion of TTF, a proposal contains false or misleading statements or references, it may be rejected.
- 6) TTF reserves the right to obtain written clarification of any point in a Consultant's proposal or to obtain additional information necessary to properly evaluate a particular proposal. Failure of a Consultant to respond to such a request for additional information or clarification may result in rejection of the Consultant's proposal.
- 7) Failure to comply with these instructions, and the other specific provisions of the RFP, may result in the Consultant's proposal not being reviewed.
- 8) TTF reserves the right, without qualification, to select a Consultant for further discussions based solely on the content of the RFPs and relevant information obtained from others concerning the respondent's respective records of past performance.
- 9) The consultant's proposal shall not be made contingent upon uncertain events, which shall not have occurred until after the RFP is completed.
- 10) If it becomes necessary to revise any part of this RFP due to inquiries raised, an email notifying an addendum, supplement or amendment to this RFP will be provided to Consultants who received an original invitation to bid via email OR responded to us with their contact information as described on the cover letter of this RFP. Changes to the RFP shall be accomplished by an amended page or pages.

Equal Opportunity Statement

TTF is an equal opportunity employer. Employment at TTF is based solely on a person's merit and qualifications directly related to professional competence. TTF does not discriminate against any employee or applicant because of race, creed, color, religion, gender, sexual orientation, gender identify/expression, national origin, disability, age, genetic information, veteran status, marital status, pregnancy or related conditions (including breastfeeding), or any other basis protected by law.

Closing Date and Time

All proposals must be received by Friday, June 20, 2025 at 11:59 PM

It is your responsibility to make sure that you submit a response by the date and time indicated above. Late or incomplete RFP's will not be considered. If only one proposal is received in



response to the RFP, the TTF may either make an award or, if time permits, re-solicit for the purpose of obtaining additional proposals.

END of Request for Proposals