

**Request for Qualifications (RFQ)
Landscape Installation Services
South Dallas Greening Initiative (SDGI) Schoolyard Projects**

Section 1: Introduction

Texas Trees Foundation (Texas Trees) is soliciting Statements of Qualifications from qualified firms to provide landscape installation services for a series of schoolyard improvement projects in Dallas, TX.

This RFQ is issued for the purpose of pre-qualifying firms based on demonstrated experience, capacity, and stability. No cost or fee proposals are requested or permitted as part of this RFQ. Firms selected through this process may be invited to participate in future projects specific as individual sites, scopes, and schedules are finalized.

Section 2: Organizational Background

Texas Trees is a leading urban forestry nonprofit organization based in Dallas and working throughout the State of Texas. Its mission is to improve the health of cities and people through the transformative power of trees. Over its 43-year history, Texas Trees has supported the growth and stewardship of urban forests, planting over 1.5 million trees and contributing to healthier, greener communities. Through research, education, and partnerships, Texas Trees has also become a leading voice and resource to communities and decision makers.

Section 3: Purpose & Goals

In 2024, the Texas Trees Foundation launched the *South Dallas Greening Initiative* project with funding from the U.S. Department of Agriculture, Forest Service. This program, in alignment with Texas Trees Foundation's Cool Schools Program, has the following goals for school campuses:

- Increase tree canopy to at least 37%
- Increase public awareness and environmental education to promote forest stewardship.
- Increase equitable access to nature and its benefits.
- Strengthen urban forest health and biodiversity for long-term resilience.
- Increase workforce development opportunities and green jobs.

These efforts are designed to benefit students, educators, administrators, parents, and the broader community in South Dallas, an area where access to green space and related resources remains limited.

Section 4: Project Overview

While individual landscape designs and scopes are still under development, projects are expected to include combinations of the following:

- Site preparation activities, including grading, soil preparation, and erosion control
- Installation of trees and supporting landscaping plants such as perennials, shrubs, and groundcover
- Installation of irrigation systems
- Limited hardscape elements, such as decomposed granite, mulch, flagstone, edging, and decking, to aid in accessibility define the outdoor learning areas and planting areas
- Installation of outdoor learning or site furnishings, such as benches, picnic tables, logs, tree cookies and stumps, bird houses and other simple educational features such as chalkboards
- Installation of educational, interactive signage in designated spaces

Projects will be implemented on active school campuses. Contractors will be required to coordinate to minimize disruption to school operations and **ensure staff working on site are properly background checked and badged.**

4.1 Anticipated Scale of Work

To help firms determine whether participation is aligned with their capacity and business objectives, Texas Trees is providing the following non-binding planning information:

- Texas Trees anticipates implementation of up to four (4) individual schoolyard projects
- Construction is expected to occur start September 2026 and must conclude by December 2026, with projects sequenced to meet USDA - Inflation Reduction Act-Urban and Community Forestry Expansion grant milestones
- Individual site construction budgets are anticipated to generally range from \$150,000 to \$200,000 per site, depending on scope and conditions.
- The aggregate construction value across all sites is expected to be roughly \$700,000.
- This work is grant-funded and delivered as part of a multi-site project.

These ranges are provided for informational purposes only and do not constitute a commitment by Texas Trees. Final scopes, schedules, and budgets will be defined in future project-specific solicitations.

4.2 Insurance Requirements

Contractors will be required to carry the following insurance:

- Employers' liability insurance
 - For damages because of bodily injury, occupational sickness or disease, or death of the Subcontractor's employees. Such insurance shall be written limits of \$500,000 each accident/\$500,000 disease policy limits and \$500,000 per disease per each employee.
- Commercial general liability insurance
 - \$1,000,000 Each Occurrence Limit; \$1,000,000 Personal & Advertising Injury - Per Person or Organization Limit; \$2,000,000 General Aggregate Limit; \$2,000,000 Products-Completed Operations Aggregate Limit
- Umbrella liability insurance
 - \$1,000,000 Each Occurrence; \$1,000,000 General Aggregate Limit; \$1,000,000 Products-Completed Operations Aggregate Limit

Section 5: Anticipated Scope of Services

Qualified firms may be asked to perform some or all the following landscape installation services under future project agreements. Texas Trees intends to prioritize vendors that have successfully delivered multiple scope elements within a single, integrated project, rather than across separate, smaller engagements.

5.1 Integrated Site Prep, Hardscape & Outdoor Learning Element Installation

- Conduct site analysis and site prep activities such as installing temporary fencing, grading to establish positive site drainage, install to support erosion control, and obtain necessary

permits.

- Installation of limited hardscape elements, such as decomposed granite, mulch, flagstone, edging, and decking, to aid in accessibility define the outdoor learning and planting areas
- Installation or placement of outdoor learning elements or site furnishing elements, such as logs, tree cookies and stumps, bird houses and other simple educational features such as chalkboards (TTF supplied)
- Installation of educational, interactive signage in designated spaces.
- Coordination of hardscape and site features alongside planting and irrigation work
- Coordination with design team for timely resolution of any site conflicts, as well as post construction coordination of record drawings for any field changes from the drawings.

5.2 Integrated Landscape Installation

- Installation of trees and supporting landscaping plants, both supplied by TTF, as part of a coordinated site installation
- Soil preparation, planting, staking, mulching, and establishment practices executed within an integrated construction schedule
- Demonstrated ability to support owner provided plant material through coordinated logistics, sequencing, and quality control

5.3 Integrated Irrigation Systems

- Installation and testing of irrigation systems that directly support newly installed trees and other landscape material (e.g. decomposed granite sections) and outdoor learning elements.
- Demonstrated experience integrating irrigation installation with planting, grading, and hardscape elements all within a built existing school campus.
- Demonstrated experience coordinating with school/municipal maintenance teams to support water access and connection to existing irrigation systems.

5.4 Coordination in Active School Environments

- Ability to follow district requirements regarding background check, vendor badging and vendor accessing protocols
- Demonstrated experience coordinating work on active campuses or similar occupied sites
- Ability to phase work, manage site access, and maintain safety around students, staff, and school operations

Section 6: Anticipated Scope of Services

Firms responding to this RFQ must demonstrate:

- Proven experience providing landscape installation and constructions services
- Completion of at least 3-5 projects where the firm installed plant material, irrigation systems, and limited hardscape or site features as part of a single, coordinated project
- Experience delivering projects on school campuses, school districts, or similarly regulated/occupied environments
- Ability to mobilize crews and equipment in Dallas, TX
- Ability to accommodate an anticipated start date of September 2026 and crews that can work weekends if necessary
- Appropriate business licensing, registrations, and insurance coverage

Preference will be given to firms with demonstrated experience working in school districts and/or public-sector environments, and to firms based in the Dallas-Ft. Worth metroplex.

Section 7: Submission Requirements

Submissions should be concise, clearly organized, and focused on qualifications. Submittals should not exceed 10 pages.

7.1 Cover Letter

- Firm name, address, and primary contact information
- Brief statement of interest and understanding of the anticipated work
- Legal name, year established, form of ownership
- Office locations and areas served

7.2 Relevant Project Experience

Firms shall submit 3–5 representative projects, in scale, size and property type, that best demonstrate their ability to successfully deliver landscape installation projects with at least one where the firm installed plant material, irrigation systems, and limited hardscape or site features as part of a single, coordinated project.

Projects should, where possible, include:

- Installation of plant materials (trees, plants, groundcover)
- Installation of irrigation systems
- Installation of limited hardscape or outdoor site furnishing and learning elements
- Installation of educational signage
- Work completed on active or occupied sites (schools, parks, civic facilities)

For each project, provide:

- Project name and location
- Client/owner and reference contact
- Description of scope and key installation elements
- Original contract value and final completed value
- Year completed
- 2-3 pictures per project

7.3 Key Personnel

- Identification of key personnel proposed for installation work
- Brief summaries of relevant experience for each

7.4 Regional Experience & Availability

- Demonstrated experience working in the DFW area
- Ability to mobilize crews and equipment to Dallas, TX
- Any local or regional partnerships

7.5 Licensing & Insurance

- Statement confirming appropriate licenses and registrations
- Confirmation of ability to meet insurance requirements

- Confirmation of ability to pass background checks and secure vendor badging for DISD

Section 8: Evaluation Criteria

Submissions will be evaluated by a selection committee using a qualifications-based selection process. Cost will not be considered at this stage.

Evaluation criteria will include, but are not limited to, the following:

1. Demonstrated Project Success & Scale
 - Successful completion of integrated landscape installation projects
 - Project size, complexity, and relevance to anticipated schoolyard work
 - Experience working and effectively delivering in school districts or active/occupied campuses
2. Firm Stability, Capacity & Technical Qualifications
 - Years in operation and organizational stability
 - Qualifications and experience of key personnel
 - Installation quality and technical competence
3. Regional Experience & Mobilization Capability
 - Familiarity with North Texas conditions
 - Crew capacity to meet project timeline goals
4. Licensing & Insurance
 - Ability to provide required insurance
 - Ability to pass background checks and secure vendor badging
5. Overall Responsiveness
 - Completeness, clarity, and organization of the submission

Section 9: Anticipated Procurement Process

This RFQ is the first step in a qualifications-based selection process. Texas Trees may:

- Establish a pool of prequalified firms
- Invite some or all qualified firms to respond to future project specific solicitations
- Request additional information or conduct interviews, if needed
- A submission does not guarantee selection for future work.

Section 10: Schedule of Events

The schedule for this RFQ is as follows:

- RFQ Issued: May 11, 2026
- Deadline for Written Questions: May 29, 2026
- Responses to Questions Issued: June 2, 2026
- Submission Deadline: June 5, 2026
- Notification of Qualified Firms: June 19, 2026

Texas Trees reserves the right to modify this schedule at its discretion. USDA and Texas Trees Foundation are equal opportunity providers and employers.

Section 11: Submission

Submissions shall be submitted electronically in PDF format (subject line: Landscape Installation Services RFQ) to:

Emily Plauche, Program Lead – Neighborhood Greening
Texas Trees Foundation
EmilyP@texastrees.org