

 Council Communication Office of the City Manager	Date: January 23, 2012
	Agenda Item No. 46 Roll Call No. [_____] Communication No. <u>12-040</u> Submitted by: Donald M. Tripp, Director of Park and Recreation

AGENDA HEADING:

Approving and authorizing the procurement of mowing and trimming services from various lawn care providers and authorizing the Procurement Administrator to execute appropriate agreements.

SYNOPSIS:

Recommend approval of the procurement of mowing and trimming services of various lawn care providers and authorization for the Procurement Administrator to execute appropriate agreements. The following businesses have submitted the lowest bids to the City for provision of such service:

Lawns Plus, (Chad Smith, Owner) 6082 NW Beaver Drive, Johnston, IA 50131 for Mowing and Trimming Services for northeast region parks and selected rights-of-way, northwest region parks and selected rights-of-way, and south region parks and selected rights-of-way at a cost of \$19/acre for mowing per cycle and \$24/acre for mowing and trimming per cycle for an estimated annual cost of \$228,300 and an additional estimated cost of \$15,000 for mulching of leaves.

Lawns Plus, (Chad Smith, Owner) 6082 NW Beaver Drive, Johnston, IA 50131 for Mowing and Trimming Services for cemeteries at a cost of \$30/acre for mowing per cycle and \$40/acre for mowing and trimming per cycle for an estimated annual cost of \$139,000 and an additional estimated cost of \$10,000 for mulching of leaves.

Beautiful Lawns by Long's LLC, (Brandon Long, President) 217 E. Diehl Avenue, Des Moines, IA 50315 for Mowing and Trimming Services for municipal buildings, rights-of-way, and vacant lots at a cost of \$23.50/acre for mowing and trimming per cycle for an estimated annual cost of \$38,500 and an additional estimated cost of \$5,000 for mulching of leaves.

FISCAL IMPACT:

Amount: Not to exceed \$526,900

\$435,800 is the estimated cost based on the bids received for cycles of mowing and trimming that would be necessary in an average year. However, rain and temperatures can affect the growth of grass requiring more mowing and trimming cycles. Staff is requesting the contract allow for the potential need for additional cycles but the cost shall not exceed the budgeted amount of \$526,900.

Funding Source: FY2012 Operating Budget, Park and Recreation GE001 PKS070400 (Horticultural Maintenance) pages 190 - 193, GE001 PKS010400 (Cemeteries) page 181, GE001 PKS070300

(Downtown Maintenance) page 189: Engineering Department GE001 ENG040700 (Real Estate) page 83.

ADDITIONAL INFORMATION:

The City's Procurement Administrator solicited bids for mowing and trimming services under Bid No. V12-041. Eight bid packages were received from Perficut Companies, Inc, MLC Lawn and Landscape, Moyle Mowing Service, D.P. Enterprises, LLC., Beautiful Lawns by Long's, LLC., Kaldenbergs PBS, AKS Farms, and Lawns Plus. Staff recommends the Procurement Administrator be authorized and directed to execute appropriate contract agreements to provide mowing and trimming services in accordance with bid documents and responses. Agreements are to be with the low bidders, which include: Lawns Plus for mowing and trimming services of parks, selected rights-of-way, and cemeteries and with Beautiful Lawns by Long's; LLC. for mowing and trimming services of municipal buildings, rights-of-way, and vacant lots. Lawns Plus had previously been contracted to mow five of the seven municipal cemeteries for the past three years and staff has had no performance issues or concerns with their work. Beautiful Lawns by Long's is a locally-owned lawn care company that has been in business for seven years. It has existing contracts with the Army Corps of Engineers for mowing at Saylorville Lake, a contract with the Federal Aviation Agency for maintenance of their administration building, and a contract with Fort Des Moines for snow removal services.

The bid specifications had separated the mowing acres into seven distinct areas listed as northeast region parks and selected rights-of-way, northwest region parks and selected rights-of-way, south region parks and selected rights-of-way, municipal buildings, cemeteries, rights-of-way, and vacant lots. The one distinction between rights-of-way was the number of mowing cycles, as the selected regions are to be maintained similar to park space and include Polk Boulevard, Urbandale Avenue, Kingman Boulevard, and other highly-visible medians. Contractors were given the option of bidding on one area, in whole, or any combination thereof. Based on the bid prices for mowing for one cycle and mowing and trimming for the alternate cycle, an annual cost was determined based on the per acre cost.

The contract for mowing and trimming services shall be for a period of three years with three one-year renewal options. Performance measures include that the contractor shall meet all requirements described in the specifications and scope of services during the term of the contract and any subsequent renewals.

The annual estimated cost for mowing and trimming all of the seven distinct areas using the cost/acre amounts cited in the lowest bids is \$405,800 for the projected number of annual mowing and trimming cycles. Rain amounts and frequency, temperatures, and the timing of these factors can have a direct impact on the actual number of mowing and trimming cycles necessary in any one year and may require more cycles.

Additionally, the bid documents also requested an hourly rate be submitted for mulching of leaves rather than a cycle rate, as the frequency and extent of this need varies according to the number of trees in various parcels, as well as their locations, terrain and occurrence of leaf-collecting obstacles such as fencing. The cost of mulching is anticipated to be in the neighborhood of \$30,000 annually.

This bid package and subsequent contract include the addition of more contract mowing in cemeteries and a reduction in the frequency of trimming in cemeteries and parks. Staff does not believe these changes will impact the public appreciation of the aesthetics of the properties.

Although there is a \$91,100 difference between the projected annual \$435,800 cost of the outlined bids

and the proposed FY 13 budget amount of \$526,900, staff is recommending that the FY13 proposed budget amount remain intact to absorb the expense of the variables noted above. Staff would like to move forward with these agreements at this time so that contracts can be in place for mowing and trimming of parks, rights-of-way, cemeteries, municipal buildings, and vacant lots starting this spring.

PREVIOUS COUNCIL ACTION(S):

Date: November 21, 2011

Roll Call Number: 11-2019

Action: [Solicitation](#) of bids for the provision of mowing and trimming maintenance for parks, open spaces, boulevards and municipal cemeteries. ([Council Communication No. 11-701](#)) Moved by Hensley to adopt. Motion Carried 5-2. Nays: Meyer and Moore.

Date: January 11, 2010

Roll Call Number: 10-070

Action: [Terminating](#) Mowing and Trimming Contract and approving new Contract with A+ Lawn and Landscaping for 2 years with 3 one-year renewals and authorizing the City Manager to sign future renewals and to terminate said new Contract based on failure to meet performance standards. ([Council Communication No. 10-001](#)) Moved by Hensley to adopt. All renewals will come back to Council for approval and staff will provide an annual report on performance. Motion Carried 5-2. Nays: Cownie and Moore.

Date: February 9, 2009

Roll Call Number: 09-154

Action: [Proposals](#) for provision of mowing and trimming services. ([Council Communication No. 09-074](#)) Moved by Coleman to adopt. Motion Carried 7-0.

Date: December 8, 2008

Roll Call Number: [08-2158](#)

Action: Issuance of Request for Proposal (RFP) for the following: ([Council Communication No. 08-731](#)) (B) [Mowing](#) and trimming maintenance for parks, open spaces and boulevards. RFP Moved by Vlassis to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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