

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date	February 23, 2009
	Agenda Item No. 43 Roll Call No. <u>09-</u> Communication No. <u>09-130</u> Submitted by: Chris Johansen, Assistant City Manager	

AGENDA HEADING:

Approving proposal from Glaser Lawn Care Inc. for the provision of mowing and trimming maintenance services for municipal housing scatter site properties and authorizing the City Manager to negotiate and execute appropriate agreement and affirming the report of the Hearing Officer on appeal of RFP evaluation.

SYNOPSIS:

Recommend Council approval of the Hearing Officer’s review of the appeal of the Mowing and Trimming Evaluation and Selection Committee’s recommendations to the City Manager, and authorizing the City Manager to negotiate and execute contracts with Glaser Lawn Care, (Paul Glaser, President) 7420 University Avenue, Clive, Iowa 50325 for Municipal Housing’s scatter site locations mowing and trimming services at a cost of \$17.50 per site, per cycle, as needed, for an estimated annual cost of \$39,200 effective no later than April 4, 2009. Staff recommends a three year contract with one three-year option to renew.

FISCAL IMPACT:

Amount: For the past several years the Municipal Housing Agency has had an annual contract for mowing and trimming services for its scattered site locations. The recommended contract for this year will result in an increase of \$1,300 from last year’s contract.

Funding Source: FY2008-2009 Operating Budget, Page 174, Housing Services-Disposed Homes, HSG021500, FY2008-2009 Operating Budget, Page 175, Housing Services-5(h) Homeownership, HSG021600

ADDITIONAL INFORMATION:

The Park and Recreation Department, along with other departments, was requested to provide funding reduction ideas which could reduce operating costs of the departments. In an effort to meet this budget objective, staff identified the potential of expanding the outsourcing of mowing and trimming services on public properties under the management of the Park and Recreation Department and other City departments. A Mowing and Trimming Services Request For Proposal (RFP) was developed in cooperation with other City departments to provide mowing and trimming services for parks, boulevards, cemeteries, open space, right-of-way and Municipal Housing properties.

General terms and conditions set forth in the RFP, which will be incorporated into the negotiated agreement, include free use of the City’s mowing and trimming equipment on City owned property only.

Action: 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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