

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: June 14, 2010
	Agenda Item No. 52 Roll Call No. [Roll Call] Communication No. <u>10-325</u> Submitted by: Donald Tripp, Park and Recreation Director

AGENDA HEADING:

Approving Exemption of the Procurement Ordinance competitive bidding process and accepting Kaldenberg’s PBS Landscaping for contracted snow removal operations for various Park and Recreation managed properties.

SYNOPSIS:

Recommend approval to exempt the Procurement Ordinance competitive bidding process and accepting Kaldenberg’s PBS Landscaping, 5555 NW Beaver Drive, Johnston, IA 50131, Matt Kaldenberg, President, for contracted snow removal operations for various Park and Recreation managed properties.

FISCAL IMPACT:

Amount: \$56,475

Funding Source: \$43,395 Downtown, GE001 PKS070300, Page 189 and \$13,080 Horticulture Zone 2 East, GE001 PKS070420, page 191.

ADDITIONAL INFORMATION:

On October 2, 2009, the City’s Purchasing Division issued a Notice to Bidders for Snow Removal Services at five locations; Des Moines Civic Center – 221 Walnut Street, Nollen Plaza – 3rd Street between Locust and Walnut, East 30th Street Viaduct (Westside between Dean and Railroad), S.E. 14th Street Viaduct (Westside between Court and Maury) and S.E. 14th Street Bridge (Westside between Harriett and Animal Rescue League). The original bid (Bid No. V10-035) was mailed to 12 companies with 2 responses. The original bid allowed for two one-year renewals.

Based on historical data from the National Weather Service, staff estimated a seasonal cost of \$15,000 for this service and therefore based on the City’s Procurement Ordinance, this bid was awarded by the City’s Procurement Administrator. Because of the severe winter weather experienced, on March 22, 2010, by Roll Call No. 10-443, City Council approved procurement of additional snow removal services for Park and Recreation managed properties for an annual agreement renewable for two additional twelve month periods at an annual estimated cost of \$40,000.

Around the same time of the increase of the annual agreement, there were outstanding invoices of \$16,745 that the Park and Recreation Department was not aware existed. This was due to other unusual

circumstances including timing of billing by the vendor and loss of clerical staff due to budget reductions in the Park and Recreation Department. In light of these unusual circumstances and the competitive bidding process used, the City Manager is recommending for good cause shown to exempt the procurement of additional snow removal services from the Procurement Ordinance competitive bidding requirements and recommends that the Council accept and approve the award to Kaldenburg's PBS Landscaping and further authorizes the Procurement Administrator to amend the 2009-2010 season agreement to an cost of \$56,745. Staff does not anticipate this level of funding will be necessary for the two additional twelve month periods and requests those agreements remain at previously approved level of \$40,000.

PREVIOUS COUNCIL ACTION(S):

Date: March 22, 2010

Roll Call Number: 10-443

Action: [Exception](#) to procurement ordinance competitive bidding requirements for good cause and approving procurement of additional snow removal services for Park and Recreation managed properties from Kaldenburg's PBS Landscaping (Matt Kaldenburg, President) for an annual agreement renewable for two additional twelve month periods at an annual estimated cost of \$40,000. ([Council Communication No. 10-155](#)) Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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