

 <p style="text-align: center;"><b>Council Communication</b> Office of the City Manager</p>	<b>Date:</b> November 8, 2010
	<b>Agenda Item No.</b> 41 <b>Roll Call No.</b> <u>10-1857</u> <b>Communication No.</b> <u>10-684</u> <b>Submitted by:</b> William G. Stowe, Assistant City Manager--Public Works Director

**AGENDA HEADING:**

Approving the award of a sidewalk snow removal contract for the 2010/2011 winter season to Lawns Plus, Chad Smith, President, 6082 NW Beaver Drive, Johnston, IA 50131, \$29,902 and TruGreen, Jim Boswell, President, 301 SW Oralabor Road, Ankeny, IA 50023, \$10,928.04.

**SYNOPSIS:**

Recommend award of an annual sidewalk snow removal contract with two additional one-year renewal options to remove snow from sidewalks, where the City of Des Moines has responsibility for the maintenance and condition of the sidewalks. On November 2, 2010, the City’s Purchasing Division issued an invitation to bid for snow removal services for these sidewalks. The requested services were divided into two sections: Section 1, representing sidewalks previously cleared by the Department of Public Works’ Sidewalk Division, plus additional streets along the river bridge corridors; Section 2, previously contracted by the Engineering Department Real Estate Division for sidewalk snow removal on scattered properties that are owned by the City for urban renewal, stormwater management and other public purposes.

Estimated annual costs were calculated using National Weather Service historical data. Invitation to bid V11-040 was mailed to fifteen potential bidders with five bids received. The low bid for Section 1 was received from Lawns Plus at an annual estimated amount of \$29,902. The low bid for Section 2 was received from TruGreen at an annual estimated amount of \$10,928.04. Due to the difficulty in exact forecasting of winter weather and the possibility of extreme winter weather occurring, such as in the 2009/2010 winter season, staff recommends acceptance of additional expenses up to a total of \$75,000 should a more severe than average winter occur. Actual expenses will be based on the number and volume of snowfall events.

**FISCAL IMPACT:**

Amount: \$75,000

Funding Source: FY 2010-11 Operating Budget, Public Works Department, Fund GE001, Org PWK070400, page 260; and various Economic Development and Stormwater funds.

**ADDITIONAL INFORMATION:**

In April 2010, the Director of Public Works eliminated the Sidewalk Maintenance Division, as well as other positions, to reduce expenses to the General Fund by over \$1.2 million. The Sidewalk Division had the responsibility of removing snow from over 79,000 lineal feet of sidewalk during the winter season. Due to the elimination of the Sidewalk Division, the sidewalks previously plowed by this Division are required to be done now by contract. Seventy-five thousand dollars per year was estimated for this sidewalk snow removal contract and was budgeted in the Department of Public Works' Operating Budget. The Engineering Department Real Estate Division had a separate sidewalk snow removal contract in the past years to cover their areas of responsibility. To increase efficiencies and consolidate contract administration efforts, the current sidewalk snow contract includes these areas as well. The current downtown snow removal contract with the Park and Recreation Department for Nollen Plaza, as approved on June 14, 2010, remains in effect.

The Department of Public Works will have lead responsibility for Section 1 of the contract since the majority of the areas covered under this section were previously performed by Public Works staff. The Engineering Department Real Estate Division will have lead responsibility for Section 2 of the contract since these areas are under their jurisdiction. The Snow and Ice Control Operations Administrator will notify both contractors when they are to begin the plowing and/or treatment of the sidewalks with sand/salt, based upon the amount and type of precipitation received. The contractors will have 48 hours after the cessation of the snowfall to complete the plowing of all the sidewalks covered in the contracts.

**PREVIOUS COUNCIL ACTION(S):**

Date: June 14, 2010

Roll Call Number: 10-942

Action: [Exception](#) to procurement ordinance competitive bidding requirements for good cause and approving procurement of \$16,745 for additional snow removal services for Park and Recreation managed properties from Kaldenburg's PBS (Matt Kaldenburg, President). ([Council Communication No. 10-325](#)) Moved by Coleman to adopt. Motion Carried 5-2. Nays: Cownie and Moore.

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**

For more information on this and other agenda items, please call the City Clerk's Office at 515-283-4209 or visit the Clerk's Office on the second floor of City Hall, 400 Robert D. Ray Drive. Council agendas are available to the public at the City Clerk's Office on Thursday afternoon preceding Monday's Council meeting. Citizens can also request to receive meeting notices and agendas by email by calling the Clerk's Office or sending their request via email to [cityclerk@dmgov.org](mailto:cityclerk@dmgov.org).