

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: May 21, 2018
	Agenda Item No. 56 Roll Call No. <u>18-0906</u> Communication No. <u>18-249</u> Submitted by: Benjamin R. Page, Park and Recreation Director

AGENDA HEADING:

Accepting and approving the award for mowing and trimming services for the northeast region to J & J Lawn Care (Jarred Boever, Owner, P.O. Box 31101 Johnston, IA 50131), approving an amendment to the agreement with Hyde Mowing & Snow Removal LLC (Hyde) removing such northeast region, and authorizing the Procurement Administrator to execute an agreement with J & J Lawn and an amendment with Hyde for such services

SYNOPSIS:

Recommend approval of the procurement of mowing and trimming services from J & J Lawn Care for the northeast region parks, open space and municipal buildings, and termination of Hyde Mowing and Snow Removal for mowing and trimming services for the northeast region parks, open space and municipal buildings and authorization for the Procurement Administrator to execute appropriate agreement.

- Hyde (Sharon Hyde, Owner, 5605 NW 62nd Avenue, Johnston, IA 50131) was the low bidder for Mowing and Trimming Services for northeast region parks, open space and municipal buildings at a cost of \$25.50 per acre and south region parks, open space and municipal buildings at a cost of \$24.75 per acre for an estimated annual cost of \$195,244.60 and an additional \$20,000 for mulching leaves. They were awarded a contract on December 4, 2017.
- Hyde informed Park and Recreation staff that they over-committed and were unable to perform the required services for the two (2) regions they were awarded. Hyde voluntarily offered to terminate the contract for the northeast region while continuing to service the south region. Hyde completed two (2) mowing cycles to date.
- J & J Lawn Care was the next lowest bidder for the northeast region parks and has agreed to honor its bid pricing and to take on the northeast region for \$26.00 per acre for an annual cost of \$112,112 and an additional \$10,000 for mulching leaves for the remainder of the original Hyde agreement. The original Hyde agreement is a two (2) year initial term with three (3) 1-year renewals.

FISCAL IMPACT:

Amount: Not to exceed \$122,112. \$122,112 is the estimated cost based on the bid received for 20 cycles of mowing and trimming that would be necessary to finish an average year and provide leaf mulching. The voluntary termination of Hyde’s services for the northeast region reduces their contract by \$114,458.20. (19 cycles and \$10,000 for leaf mulching) This represents an approximate \$7,600 increase over the previous awarded contact amount.

Funding Source: FY2018 Operating Budget, Park and Recreation GE001 PK200226 (Horticultural Maintenance) pages 154.

ADDITIONAL INFORMATION:

- On October 17, 2017, the City's Procurement Administrator solicited bids for mowing and trimming services under Bid No. V18-027. This solicitation included services for Parks, Open Space, Cemeteries, Municipal Buildings, and Right-Of-Way. Contracts were awarded for two (2) years with three (3) 1-year renewal options.
- Bids were sent out to 18 companies, with six (6) companies attending the mandatory Pre-Bid meeting. On November 14, 2017 five (5) bid packages were received from vendors Beautiful Lawns by Long's LLC, ADA Mowing, Hyde Mowing and Snow Removal, Stamper Lawn Care and J & J Lawn Care.
- The bid specifications separated the mowing acres into five (5) distinct areas listed as northeast region, northwest region, south region, rights-of-way, and cemeteries. Contractors were given the option of bidding on one (1) region, all regions, or any combination thereof. Contractors were also given the option to bid on Cemeteries as a whole or separately with Glendale divided into four (4) sections.
- The bid specifications included 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 contract specifically states the Contractor shall respond to the City and resolve to the City's satisfaction issues of callbacks, verbal or written, from the City regarding mowing and trimming section(s) missed, performance, or other quality of work concerns within 24-hours of notification. Contractor shall have 24-hours to begin and to proceed in a workmanlike manner to complete such work. If the Contractor does not satisfactorily respond to said request(s), the City, at its discretion, will perform this work or hire another reasonably priced service provider and may, at its option, invoice the Contractor for repayment of the City's costs to hire a third party to perform such service or may deduct such amount from a future payment to Contractor under the contract. In addition, this failure to perform by Contract shall be grounds for the City to immediately terminate this Agreement.
- On December 4, 2017, Hyde was awarded contract for mowing and trimming services for the northeast region and the south region.
- Hyde is voluntarily terminating their contract for the northeast region effective May 21, 2018.
- J & J Lawn Care will take over the northeast region effective May 22, 2018.
- Staff recommends this contractual change, with a cost increase annually of about \$7,600.

PREVIOUS COUNCIL ACTION(S):

Date: December 4, 2017

Roll Call Number: [17-2078](#)

Action: Bids from the following:

- (B) [Beautiful](#) Lawn by Long's LLC (Brandon Long, Owner), ADA Mowing (Joel Huggins, Owner), Hyde Mowing & Snow Removal LLC (Sharon Hyde, Owner) and Stamper Lawn Care (Cody Stamper, Owner) for a two (2) year contract with three (3) additional 1-year renewal options to furnish City-wide mowing and trimming services for use by the Parks & Recreation Department, annual estimated costs \$773,721 with price increases complying with agreement terms. (Eighteen (18) potential bidders, five received). ([Council Communication No. 17-818](#)) Moved by Hensley to adopt. Motion Carried 5-2. Nays: Cownie and Moore.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS: NONE

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