


COUNCIL COMMUNICATION

	Number:	20-001	Meeting:	January 13, 2020
	Agenda Item:	51C	Roll Call:	20-0096
	Submitted by:	Benjamin R. Page, Park and Recreation Director		

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 and negotiate and execute the renewals.

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 services:

- Beautiful Lawns by Long's, LLC., (Brandon Long, Owner, 911 SE 14th Street, Des Moines, IA 50317) for mowing and trimming services for south region parks, open spaces and municipal buildings at a cost of \$25 per acre per cycle, for an estimated annual cost of \$82,650 and an additional estimated cost of \$25,000 for mulching of leaves. Long's will also provide mowing and trimming services at Elm Grove Cemetery, Oak Grove Cemetery and Sims Cemetery at a cost of \$100 per acre. The estimated annual cost for mowing these cemeteries is \$14,400 and an additional estimated cost of \$1,100 for mulching leaves in the cemeteries.
- A Cut Above Lawn Care & Landscape, LLC, (Brian Steinfeldt, Owner, 9280 NW 16th Avenue, Ankeny, IA 50023) for mowing and trimming services for northwest region parks, open space and municipal buildings at a cost of \$25.25 per acre per cycle for an estimated annual cost of \$62,317 and an additional \$6,000 for mulching leaves.
- Stamper Lawn Care, (Cody Stamper, Owner, 125 Hughes Avenue, Des Moines, IA 50315) for mowing and trimming services for Glendale Cemetery Sections 1 thru 4 at a cost of \$80 per acre per cycle for an estimated annual cost of \$213,600 and an additional \$20,000 for mulching leaves.
- ADA Mowing, (Joel Huggins, Owner, 4432 Orchard Drive, Pleasant Hill, IA 50327) for mowing and trimming services for northeast region parks, open space and municipal buildings at a cost of \$26 per acre per cycle, for an estimated annual cost of \$99,736 and an additional estimated cost of \$10,000 for mulching of leaves. ADA will also provide mowing and trimming services at Laurel Hill Cemetery at a cost of \$74.65 per acre per cycle for an estimated annual cost of \$87,191 and an additional estimated cost of \$7,000 for mulching leaves.

- Devig Services, (Taylor Devig, Owner, 3017 Zeller Avenue, Gilman, IA 50106) for mowing and trimming services for Woodland Cemetery at a cost of \$91 per acre per cycle, for an estimated annual cost of \$86,996 and an additional estimated cost of \$4,000 for mulching of leaves.

FISCAL IMPACT:

Amount: Not to exceed \$752,336.

The estimated cost of \$646,890 is based on the bids received for cycles of mowing and trimming that would be necessary in an average year (20 cycles). 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 an additional cycle and leaf mulching, but the cost shall not exceed the budgeted amount of \$752,336.

Funding Source: Fiscal year (FY) 2020 Operating Budget, Park and Recreation GE001 PK200226 (Horticultural Maintenance) pages 165, GE001 PK200220 (Cemeteries) page 161.

ADDITIONAL INFORMATION:

- The City's Procurement Administrator solicited bids for mowing and trimming services under Bid #N20-10. This solicitation includes services for City parks, open space, cemeteries, municipal buildings and selected Right-of-Ways (ROW). The contract awarded will be for two (2) years with three (3) 1-year renewal options.
- Bids were sent out to 18 companies, with 11 companies attending the mandatory pre-bid meeting. Seven (7) bid packages were received from vendors A Cut Above, ADA Mowing, Beautiful Lawns by Long's LLC., Devig Services, Iowa Lawn Pro, Siegel Lawncare, and Stamper Lawn Care. 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.
- The bid specifications separated the mowing acres into four (4) distinct areas listed as northeast region, northwest region, south region, 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 Cemetery divided into four (4) sections.
- 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 call-backs, 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.

- The contract also requires that the Contractor shall be responsible for any damage to any City property, including plant material (trees, shrubs, floral, turf, prairies, rain gardens, etc.), mulch areas, or structures (buildings, signs, monuments, headstones, transformers, manholes, site furniture, park equipment, etc.) because of Contractor's operations. Damage caused by the Contractor's employees and/or equipment shall be immediately reported to the City to determine the extent of the damage and replacement or repair costs to the Contractor. Any damage to a headstone or monument reasonably associated with current mowing activities will result in a withholding of \$500 per occurrence from payment until contractor meets with a City official to determine repair or replacement cost.
- Any damage to trees will be assessed using an Assessment of Damages and Liquidated Damages table located on page eight (8) of the Request for Bid document. The Municipal Arborist/Forester (or designee) will inspect the damaged tree and assess damage costs up to and including the replacement value of the damaged tree. The Municipal Arborist/ Forester's decisions regarding damage to or the need for replacement of trees is determinative and final. Contractor shall pay the City for replacement or repair costs as determined by the City within 30 days after receipt of an invoice from the City. Failure to remit full payment to the City within this time shall be grounds for the City to immediately terminate this contract.
- Additionally, the bid documents also requested a per acre 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 locations. The cost of mulching is anticipated to be in the range of \$68,000 annually.

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 one-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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