



## **AGENDA MEMORANDUM**

Action Item for the City Council Meeting July 28, 2020

**DATE:** July 21, 2020

**TO:** Peter Zaroni, City Manager

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### **Mowing and Grounds Maintenance for Storm Water**

#### **CAPTION:**

Resolution authorizing two, three-year service agreements for mowing and grounds maintenance of storm water median rights-of-way throughout the City with each of the following vendors: Cutrite, LLC., San Antonio, Texas in an amount not to exceed \$216,486.00 and Dorame General Repair and Lawn, LLC, Corpus Christi, Texas in an amount not to exceed \$218,400.00, with funding in an amount of \$35,710.00 available through the FY 2020 Storm Water Fund.

#### **SUMMARY:**

This resolution authorizes two, three-year service agreements for the mowing and grounds maintenance of Storm Water Groups 5A1, 5A2 and 1A. These services are necessary to maintain the highly visible, high traffic storm water areas.

#### **BACKGROUND AND FINDINGS:**

The mowing and grounds maintenance for Storm Water areas assists in ensuring that the medians of each site are safe, secure and presentable. Currently, these services have been performed under various contracts and by staff, pending the award of these two long-term contracts. Due to the recent department transition, areas have been reassigned to Public Works' Storm Water for the management of these three different packages and won by two different vendors. These Contracts expire in 2023.

The Contracts and Procurement Department conducted a competitive Request for Bid process to obtain bids for new long-term contracts. The City received seven bids, five of

which were responsive and is recommending award to the lowest responsive, responsible bidders, Cutrite, LLC for Group 5A1 and Dorame General Repair and Lawn, LLC for Group 5A2 and Group 1A. The locations, acreage, number of cycles and awarded vendors are displayed in the table below.

<b>GROUP 5A1</b>		<b>Acreage</b>	<b>Cycles</b>	<b>Vendor</b>
Saratoga Medians and ROW	Rodd Field Rd. To Calle Cuernavaca	23.09	20	Cutrite LLC
Ayers	Allencrest to Saratoga	0.42	20	Cutrite LLC
<b>Total</b>		<b>23.51</b>	<b>20</b>	Cutrite LLC

<b>GROUP 5A2</b>		<b>Acreage</b>	<b>Cycles</b>	<b>Vendor</b>
New Crosstown	Tinseltown to end of sidewalk, S. of Saratoga	3.19	20	Dorame
	End of sidewalk S. of Saratoga to Civitan			
Crosstown	SPID to Port turnaround, Port turnaround to Horne w/triangle at Ayers	4.33	20	Dorame
Staples	Oso Creek to Saratoga	4.43	20	Dorame
Weber	Saratoga to end of curb and sidewalk	2.76	20	Dorame
<b>Total</b>		<b>14.71</b>	<b>20</b>	Dorame

<b>GROUP 1A</b>		<b>Acreage</b>		<b>Vendor</b>
Country Club Median	Country Club @ 4500 I-37/South Side	0.11	20	Dorame
Elmore Circle	3744 Elmore@ Brooks	0.03	20	Dorame
Macleod Circle	Macleod @ 400 Bartlett	0.12	20	Dorame
Yerby Circle	400 Yerby St.	0.01	20	Dorame
Morgan/Baldwin Triangle	Morgan@ Baldwin @ Osage	0.19	20	Dorame
RTA Greenwood Triangle	West intersection of Greenwood & Port St.	0.03	20	Dorame
Highland Triangle	Corner of Highland & Buford on SE side of Street	0.04	20	Dorame
Cortez Triangle	Corners of Cortez, Tampico & Galvan St.	0.05	20	Dorame
Airport Triangle	SE corner of Post/Eastern & Old Brownsville Rd.	0.04	20	Dorame
Agnes & Laredo	East/West side between Agnes/Laredo to R/R tracts and middle of expressway	0.66	20	Dorame
Del Mar Triangles	Corner of Airport/Old Brownsville & Morgan St. (5 triangles)	0.94	20	Dorame
19th and Morgan	Islands on 19th St. (2 triangles)	0.03	20	Dorame
Baldwin ROW	2000 Blk Baldwin SW side Riggins to pass Cloyde to Winstead Build	0.12	20	Dorame

IH 37	Hampshire St. to McBride- Access Rd.	0.81	20	Dorame
IH 37	Navigation to Port St.- Access Rd. both sides	6.21	20	Dorame
Old Brownsville Rd.	Airport to Navigation w/side, Navigation to NPID 2 sides	5.11	20	Dorame
Airport Rd.	Santa Elena to Baldwin, Baldwin W/side, Beacon E/side	0.37	20	Dorame
<b>Total</b>		<b>14.87</b>	<b>20</b>	Dorame

### **ALTERNATIVES:**

An alternative would be to hire City staff and purchase additional equipment to do the work in-house. Based on previous expenditures through Public Works, to execute the same or similar work with in-house crews would be an estimated startup cost of \$468,546.90 and an estimated \$249,866.88 for yearly salaries and benefits. Currently the department does not have the appropriate staffing levels or equipment to maintain the areas.

### **FISCAL IMPACT:**

The fiscal impact for Public Works in FY 2020 is an estimated amount of \$35,710.00 for these three-year service agreements. The remaining estimated \$399,176.00 will be budgeted in future years through the annual budget process.

### **FUNDING DETAIL:**

Fund:	4300	Storm Water
Organization/Activity:	32001	St Wtr Park and Rec
Mission Element:	043	Drainage infra-surface/pipes
Project # (CIP Only):	N/A	
Account:	530225	Mowing and Grounds Maintenance

### **RECOMMENDATION:**

Staff recommends approval of this resolution authorizing three, three-year service agreements to Cutrite, LLC. for Group 5A1 and Dorame General Repair and Lawn, LLC for Group 5A2 and 1A as presented.

### **LIST OF SUPPORTING DOCUMENTS:**

Resolution  
 Bid Tabulation  
 Service Agreements