



AGENDA MEMORANDUM

Action Item for the City Council Meeting September 22, 2020

DATE: August 25, 2020

TO: Peter Zaroni, City Manager

FROM: Richard Martinez, Director of Public Works/Street Operations
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Mowing and Grounds Maintenance for Storm Water Group 1B

CAPTION:

Resolution authorizing a three-year service agreement for mowing and grounds maintenance of Storm Water Group 1B for the City's Calallen area with WCD Enterprises, LLC, is a local company from Corpus Christi in an amount not to exceed \$82,365.00, with FY 2020 funding in an amount of \$2,287.91 available from the Storm Water Fund.

SUMMARY:

This resolution authorizes a three-year service agreement for mowing and grounds maintenance of Storm Water Group 1B. These services are necessary to maintain medians on arterial & collectors in the Calallen area.

BACKGROUND AND FINDINGS:

This current contract establishes 17 mowing cycles per year on Leopard Street (Rand Morgan Road to Rehfeld Road) Horseshoe Drive, Peach Tree Street & Western Drive. The work includes mowing of street rights-of-ways and open drainageways adjacent the to the roadways and medians.

The previous mowing contract was re-bid due to a self-termination by the contractor. A short-term contract was issued to maintain these areas while a new procurement process occurred for a long-term mowing contract.

Previously, the mowing contract was defined by one large group (Group 1) that included three geographical areas throughout the City: Western area, Calallen area, and the

Central region. To improve efficiency, Public Works re-evaluated the geographical boundaries of the previous Group 1 contract. It was determined efficiencies could be obtained by separating the previous contract into three separate contracts based on geographical areas. This item focuses on the Calallen area (Group 1B). Upcoming agenda items will address the two (2) remaining regions.

The Contracts and Procurement Department conducted a competitive Request for Bid process to obtain bids for new long-term contracts. The City received eight responsive, responsible bids and is recommending award to WCD Enterprises, LLC as lowest responsive, responsible bidder. Public Works Department met with WCD Enterprises local office to inspect their equipment & personnel to ensure contract award is not defaulted, Department recommends awarding this contract.

ALTERNATIVES:

The alternative would be to hire additional 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 in FY 2020 is an estimated amount of \$2,287.91 for a portion of the first year of this three-year service agreement with funding available from the Storm Water Fund. The remaining estimated amount of \$80,077.09 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 a three-year service agreement to WCD Enterprises, LLC for Mowing and Grounds Maintenance for Storm Water Group 1B as presented.

LIST OF SUPPORTING DOCUMENTS:

Resolution
Bid Tabulation
Service Agreement
Map