



AGENDA MEMORANDUM

Action Item for the City Council Meeting September 22, 2020

DATE: September 8, 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 1C

CAPTION:

Resolution authorizing a three-year service agreement for mowing and grounds maintenance for Storm Water Groups 1C for the City's Central area with Dan V. Hinojosa dba Kustom Clean Up, Corpus Christi, TX in an amount not to exceed \$79,329.60, with FY 2020 funding available from the Storm Water Fund.

SUMMARY:

This resolution authorizes a three-year service agreement for mowing and grounds maintenance for Storm Water Group 1C. These services are necessary to maintain streets rights-of-way on arterials and residential drainage areas.

BACKGROUND AND FINDINGS:

The proposed contract establishes 12 mowing cycles per year on Ayers Street, Sunnybrook, Houston Street and Naples Street. The work includes mowing of street rights-of-ways and open drainage ways adjacent the to the roadways.

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 Central area. 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 award of the Central area (Group 1C).

The Contracts and Procurement Department conducted a competitive Request for Bid process to obtain bids for long-term contract. The City received eight bids and is recommending award to the lowest responsive, responsible bidder, Dan V. Hinojosa dba Kustom Clean Up for Mowing and Grounds Maintenance for Storm Water Group 1C. Currently Kustom Clean Up has an active contract without any performance issues.

ALTERNATIVES:

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 \$2,203.60 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 \$77,126.00 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 a three-year service agreement with Dan V. Hinojosa dba Kustom Clean Up for Mowing and Grounds Maintenance for Storm Water Group 1C as presented.

LIST OF SUPPORTING DOCUMENTS:

Resolution
Bid Tabulation
Service Agreements
Map