



CITY COUNCIL COMMUNICATION

February 23, 2010

SUBJECT: Renewal of Annual Contract for Mowing Maintenance

SUBMITTED BY: Ray McDonald, Director of Parks and Community Services

REFERENCE NO: Bid No. 009-07

ACTION REQUESTED:

Consider renewal of Bid No. 009-07 to Whitmore & Sons, Inc., P.O. Box 210203, Bedford, Texas 76095 in the amount of \$129,130 and to O'Donnell's Landscape Services, Inc., 2140 E. Southlake Blvd., Suite L607, Southlake, Texas 76092 in the amount of \$61,542 for the annual mowing maintenance contract.

ALTERNATIVES:

- Do not approve
- Re-bid

SUMMARY OF SUBJECT:

Staff is requesting that the Council award the third and final (1) one-year option, to Whitmore & Sons for mowing maintenance of Section 1 (City Medians) and Section 4 (City Parks) in the amount of \$129,130 and award the third and final (1) one-year option to O'Donnell's Landscaping Services for mowing maintenance of Section 2 (City Hall Campus), Section 3 (City Facilities), Section 5 (City Right of Way), and Section 6 (Police & Courts Campus) in the amount of \$61,542. The requested amounts fall well within the overall budgeted amount for contract mowing services and the contract does allow for additional deductions in the overall scope of work. Staff will continue to monitor the budget for mowing services and make changes if/when necessary in order to save additional monies where feasible.

FINANCIAL CONSIDERATIONS:

Revenue Sources: General Fund, EDC Fund

Expenditure Accounts: #101-7052-550-3311 = \$134,970
#210-1052-550-3311 = \$ 69,214

Budgeted Fiscal Year(s): \$204,184

Estimated Expenditure: \$129,130 Whitmore & Sons - (Sections 1 & 4)
\$ 61,542 O'Donnell's - (Sections 2, 3, 5 & 6)
\$190,672 **TOTAL**

Over/Under Projection By: \$ 13,512

Other Comments:

SUPPORTING DOCUMENTS:

- Renewal Letter: Barry Whitmore, Whitmore and Sons, Inc.
- Renewal Letter: Scott O'Donnell, O'Donnell's Landscape Services, Inc.

APPROVED BY:

_____ **LG** _____ City Manager's Office

_____ **SC** _____ City Secretary's Office