



**CITY COUNCIL COMMUNICATION**

March 10, 2015

**SUBJECT:** Annual Contract for Mowing Maintenance  
**SUBMITTED BY:** Ray McDonald, Director of Parks and Community Services  
**REFERENCE NO:** Bid No. 003-15

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**ACTION REQUESTED:**

Consider award of Bid No. 003-15 to Smith Lawn and Tree, Richland Hills, Texas for the annual contract for mowing maintenance.

**ALTERNATIVES:**

- Table the request
- Deny the request

**SUMMARY OF SUBJECT:**

The Purchasing Department requested competitive sealed bids for the annual contract for mowing maintenance. Bids were submitted by three (3) companies, the results of which are shown on the attached Bid Tabulation. Staff recommends that contract be awarded to Smith Lawn and Tree. The contract will be for one (1) year with three (3) one-year renewal options.

**FINANCIAL CONSIDERATIONS:**

Revenue Sources:	General Fund	
	EDC Fund	
Expenditure Accounts:	101-7052-550.33-11	\$ 191,000
	210-1052-550.33-11	\$ 90,000
Budgeted Fiscal Year(s):	FY 2014-2015	
Budgeted Expenditure:	\$ 281,000	
Estimated Expenditure:	\$ 197,188	
Over/ <b><u>Under</u></b> Projection By:	\$ 83,812	

Other Comments:

**SUPPORTING DOCUMENTS:**

- Bid Tabulation

**APPROVED BY:**

\_\_\_\_\_ **LG** \_\_\_\_\_

City Manager's Office

\_\_\_\_\_ **KS** \_\_\_\_\_

City Secretary's Office