

Meeting Date (?) 09/27/2016

Subject Matter* (?) Approval of ROW Mowing Contract
This must match rolling agenda entry

Department of Origin* TRANSPORTATION/DRAINAGE SERVICES

Submitted By* E. Zaragoza

Type of Meeting* BCD Special Regular

Classification* Public Hearing Consent Statutory Regular

Ordinance* None First Read Second Read First & Only Read

Strategic Initiative* Public Safety Service
 Economic Development Infrastructure
 Quality of Life

Agenda Item Description* Consider approving a contract with Rios Tree Service for Right-of-Way (ROW) Mowing, in a not to exceed amount of \$462,042.84.

Summary Statement*

On August 16, 2016, three (3) sealed bids were received and publicly opened for contract mowing associated with Request for Bid (RFB) No. 16-037 "Annual Contract for Right of Way Mowing & Code and Compliance." This RFB was formulated in two (2) sections to capture the best market rate for the desired service: Section 1. Right of Way Mowing, and Section 2. Code and Compliance. This CAF is for the approval of the Right Of Way section of the contract, while the Code and Compliance section will be submitted by the Water Services Department.

In 2011, staff proposed to the City Council an initial contract to provide ROW mowing in lieu of using internal staff. In this contract, the City was divided into three (3) mowing areas to allow contractors to bid on specific areas, if desired. The billing terms to the City were flexible from weekly, every two weeks, or monthly, to accommodate vendors with different sized operations. The purpose for designing the bid in this fashion was to allow as many vendors as possible to bid, depending on their equipment and manpower. During that time, two (2) different contractors were selected that provided the best value to the city. However, due to non-performance issues, one of the two original contractors was let go and their areas were reassigned to the next lowest bidders. One was granted to an existing contractor and another given to a new contractor (both were the next lowest bidders).

Historically, contractual bid totals have been over the allotted mowing budget, but staff has managed the contract so costs remain within the adopted budget. Over the course of the existing contract, which include change orders, the following expenditure have occurred FY13: \$253,871.88; FY14: \$270,876.00; FY15: \$341,838.57 and FY16 Projection: \$340,000.00. (For additional historical contract information, please see Attachment #7.) Streets & Drainage has budgeted \$355,000 to cover the mowing contract for this upcoming fiscal year. If costs exceed the budgeted amount, savings may have to be found within the existing budget or a budget requests made to cover the necessary mowing costs. Historically, contractual bid totals have been over the allotted mowing budget, but staff has managed the contract so costs remain within the adopted budget. Staff does not anticipate going over budget with this contract.

As mentioned above, the City was originally divided into three (3) mowing areas. With the addition of change orders, areas that staff have mowed in-house, and recent land developments, this ROW Mowing Contract has increased to four (4) mowing areas (Areas #1-4) along with alternate bid items (please see maps attached). Staff plans to continue managing the contract as they have in the past. Furthermore, in anticipation of higher bids, Streets & Drainage has recently reassigned the inmate labor contract (\$40,000) to the Solid Waste Department so it may free up additional funding for this upcoming contract.

As before, each vendor had the ability to bid on one or all of the areas. Three (3) sealed bids (Rios Tree Service, Green Teams, and Grass Masters) were received and opened. The bid providing the lowest cost to the City for ROW Mowing Services was Rios Tree Service. Green Teams only bid on Areas #1-3 (no bidding Area #4 and the alternate bid items) for a total of \$520,544.00. Grass Masters did not bid any ROW Mowing services, just the Code and Compliance areas for lot clearing.

Rios bid all four (4) areas #1-4, as well as being the low bidder for each area, for a total cost of \$414,592.84 (Area #1: \$181,065.42; Area #2: \$77,422.78; Area #3: \$129,608.64 and Area #4: \$26,496.00). In addition, Rios was the only contractor to bid on the alternate bid items. This came in at a total of \$47,450.00. Rios total bid package, including the four mowing areas (#1-4) and the alternate bid items, is \$462,042.84.

Staff would like to request that Council approve and assign the ROW mowing contract to Rios Tree Service. Currently, Rios Tree Service is our contractor for mowing Areas #1 & #3 and has provided excellent service in maintaining our ROW areas. They have been very responsive to any issue that may arise and have been consistent with their mowing times. With their recent bid, staff feels that they have provided a very competitive bid and request Council to approve this contract.

Staff Analysis & Recommendation*

Public Works respectfully request the City Council approve the contracts for Rios Tree Service in the not to exceed amount of \$462,042.84; which will include all four (4) mowing areas (#1-4) and the alternate bid items. Streets & Drainage has budgeted \$355,000 to cover the mowing contract for this upcoming fiscal year. If costs exceed the budgeted amount, savings may have to be found within the existing budget or a budget requests made to cover the necessary mowing costs. Historically, contractual bid totals have been over the allotted mowing budget, but staff has managed the contract so that costs remain within the adopted budget. Staff does not anticipate needing additional funding.

Mowing services are needed to ensure the proper upkeep and aesthetical value of City resources and facilities. Currently, Rios Tree Service is our contractor for mowing Areas #1 & #3 and provides the City of Bryan excellent service in maintaining our ROW Areas. They have been responsive to any issue that arises and have been consistent with their mowing times. With their recent bid, staff believes they have provided a competitive bid and request City Council approve this contract.

Options*

(In Suggested Order of Staff Preference)

1. Approve the contracts
2. Do not approve the contracts and rebid

Funding Source*

General Fund: Streets & Drainage

Attachments

ROW Mowing Attachments.pdf

52.89MB

Please detail attachments and note attachments available for viewing in City Secretary's Office:

1. RFB #16-037 – Bid Tap
2. ROW Bid Area 1 Map
3. ROW Bid Area 2 Map
4. ROW Bid Area 3 Map
5. ROW Bid Area 4 Map
6. ROW Bid Area Alternate Map
7. Historical Contract Information

Dept. Head Signature

JAYSON E. PARFENCHT 09/13/16

**Deputy City Manager
Signature**

Hugh R. Walker

City Manager Signature



City Attorney Signature

Tanis K. Hampton