

City Council Agenda Memo

From: Jared Thomas, Chief Building Official

Council Meeting: November 23, 2021

Subject: Resolution 21-098: Resolution Awarding Contract for Brookings City & County Lawn Care & Snow Removal Services

Presenter: Jared Thomas, Chief Building Official

Summary:

This resolution will award contract for the Brookings City & County Lawn Care and Snow Removal Services to Razor's Edge, Brookings, SD for the total low bid price of \$84,825.00 from 1/1/2022 to 12/31/2022 with the option to renew for one additional year in 2023.

Background:

This service package includes the lawn care and snow removal for the Brookings City and County Government Center, the Brookings County Courthouse, and the 1921 Building. The last two-year agreement is set to expire and was bid at \$82,955 in 2019. The new contract will run from January 1, 2022 to December 31, 2022. This service contract includes the following:

- Mowing of all grassy areas by the three buildings
- Spraying weeds and fertilizing the grass
- Annual aerating, sidewalk edging and general landscape maintenance
- Removal of snow from parking lots and sidewalks at the three buildings
- Application of sand / snow melt to paved areas during ice events

The bid letting for this project was held on Tuesday, November 9, 2021 and the City received the following bid:

	Razor's Edge	Engineer's Estimate
Schedule A: City & County Gov't Center	\$37,920	\$38,000
Schedule B: County Courthouse & 1921 Building	\$46,905	\$44,500
Total Schedule A & B	\$84,825	\$82,500

Item Details:

Staff reviewed the bid prices in comparison to total cost of services in the previous year. The low bid prices were similar to the current hourly rates; however, the aerating, fertilizing, and landscape costs were slightly higher. The services are paid based on

actual work performed and the total amount spent will vary depending on the amount of snow and lawn care needed.

Legal Consideration:

City Attorney Britzman will provide review of the contract.

Strategic Plan Consideration:

Service and Innovation Excellence – Contracting with private sector professionals utilizes specific expertise and equipment to save staff time, which can be dedicated to other priorities and projects.

Financial Consideration:

The City will enter into a contract with Razor's Edge for the hourly rates submitted on the bid proposal with an estimated total of \$84,825.00.

Options:

The City Council has the following options:

1. Approve as presented
2. Amend
3. Deny
4. Move the item to a Study Session
5. Discuss / take no action / table

Recommendation:

Staff recommends approval of the resolution as presented.

Action Requested:

Approval of the resolution to award the contract to Razor's Edge for the low bid of \$84,825.00.

Supporting Documentation:

Resolution

Maps