

City Council Agenda Memo

From: Jared Thomas, Chief Building Official

Council Meeting: September 27, 2022

Subject: Resolution 22-078: Amending the Contract for Lawn Care & Snow Removal Services

Person(s) Responsible: Jared Thomas, Chief Building Official

Summary:

This resolution will amend the contract for the Brookings City & County Lawn Care and Snow Removal Services to include Lawn Care and Snow Removal Services for the Brookings Public Library and extend the contract through 12/31/2023.

Background:

This service package includes the lawn care and snow removal for the Brookings City and County Government Center, the Brookings Public Library, the Brookings County Courthouse, and the 1921 Building. The contract will be renewed to run through December 31, 2023. This service contract includes the following:

- Mowing of all grassy areas by the four 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 four buildings
- Application of sand / snow melt to paved areas during ice events

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.

Discussion:

Staff reviewed the addition of the Public Library with Razor's Edge, who is eager to take on the additional work at the previously contracted rates. City Attorney, Steve Britzman, has drafted the amended contract to include the Public Library and also extend the existing contract through the December 31, 2023.

Legal Consideration:

City Attorney Steve Britzman drafted the amended contract.

Strategic Plan Consideration:

Fiscal Responsibility - providing maintenance of City Facilities in an efficient and cost effective manner.

Financial Consideration:

The City will amend the existing contract with Razor's Edge to include the Public Library for the previously contracted rates. The estimate of this work is \$25,295 annually.

Options and Recommendation:

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

Staff recommends approval of the resolution as presented.

Supporting Documentation:

Memo

Resolution