

MEMORANDUM

Date: April 21, 2021
To: Mayor and City Council
From: Matt Beets, Deputy Director of Public Works
Subject: 2021 Annual Mowing Services

Background

The Public Works Department is responsible for maintaining approximately 100 acres of City property including the 15-acre cemetery. The 2021 Mowing Services request includes approximately 34 acres, or about 34% of the total acreage. The remaining 66 acres includes large open fields, and Highway Right-of-Ways that do not require mowing as often, and require larger equipment such as tractors to cut taller grass.

Discussion

Bids were published on April 1, 2021 and opened on April 20, 2021. We received two (2) bids (listed below) for the requested work. The lowest bid was submitted by Lawn Force, located in Butler Missouri but work primarily in the Kansas City Metro area. Lawn Force also provided this service to the City last two years with great success and dependability.

Lawn Force will also be required to complete the following:

1. Occupational License
2. Insurance: Contractor shall provide a certificate of insurance, which includes the City of Bonner Springs as an additional insured. General liability for each occurrence shall be \$500,000 per occurrence/\$1,000,000 aggregate and Workers' Compensation limits shall be \$500,000.

<u>Company</u>	<u>Total to Mow All Sites</u>
• Lawn Force	\$2,088.00
• TMG USA LLC	\$2,280.00

These bid prices shown above are to mow all 24 sites **one time**. Five sites require weekly mowing while the remaining 19 sites are mowed bi-weekly.



Financial Impact

The total estimated cost of the 2021 Mowing Services is \$41,834. The expenses are broken down by Department and included in each department annual budget.

- Cemetery = \$23,114 – 15 acres
- Public Works = \$11,830 – 16 sites – 14 acres
- Wastewater = \$4,602 – WWTP and 4 LS sites – 3 acres
- EMS/Fire = \$884 – Fire/EMS – 0.5 acres
- Water = \$1,404 – Public Works Facility – 0.5 acres

Recommendation / Motion

Make a motion to award the bid for 2021 Annual Mowing Services to Lawn Force in the amount of \$41,834.