

COUNTY COMMISSION REQUEST FOR ACTION # 2024-56

Title: Bid Award for Lawn Mowing Services

COMMISSION MEETING DATE: April 2, 2024, at 9:00 AM

REQUESTING DEPARTMENT OR AGENCY: Administrative Resource Center

CONTACT PERSON: Hannah Bett

DEADLINE IF ANY FOR ACTION: Select Date

DATE SENT COUNTY COUNSELOR: Select Date

1. Request for Action

With the move of the Sheriff's Office and the rental of 203 N 10th, the need for lawn mowing services was discovered. Staff worked with administration at the Salina Police Department since their building is connected, to build bid specifications for acquiring these services. Bids were opened on March 22nd, and four bids were received with one bid not complying with specifications.

Lawn mowing services were bid out at a per cutting price, per location, for the next two years with an option to extend the contract for two additional one-year terms. Since the frequency of cuttings will be dependent on weather factors, staff evaluated the bids based on estimating 29 cuttings between April 15th and November 1st. Total bids are as follows:

ARD Mowing

2024 - \$11,455 (\$5,945 county and \$5,510 city)

2025 - \$12,905 (\$6,815 county and \$6,090 city)

Four Brothers

2024 - \$14,790 (\$7,250 county and \$7,540 city)

2025 - \$15,515 (\$7,685 county and \$7,830 city)

Fox Lawn & Landscape

2024 - \$17,487 (\$8,555 county and \$8,932 city)

2025 - \$19,285 (\$9,454 county and \$9,831 city)

The locations that would be serviced for the County include 251 N. 10th, 229 N. 9th, and 203 N. 10th. Locations that would be serviced for the Salina Police Department would be 255 N. 10th and 3815 Yost Drive. The County and City would each be responsible for the cost of services at their respective locations.

2. Alternatives for Action

1. Award the bid and contract for lawn mowing services to the low bidder, ARD Mowing.
2. Award the bid and contract for lawn mowing services to another vendor.
3. Reject bids and direct staff with alternatives.

3. Staff Recommendation

Staff recommend awarding the bid and contract for lawn mowing services to ARD Mowing. The Salina Police Department has reviewed the bids and agreed with the County's evaluation and recommendation.

4. Budget Impact

Costs for lawn mowing services will be taken from the Facility Planning & Maintenance Department budget that was created in February to better track facility costs.

5. Action Taken by County Commission