

TO: Village Council
FROM: Scot F. Lahrmer, Village Manager
DATE: March 7, 2013
RE: Mowing Services

ITEM: Mowing services for Amberley Village properties.

ACTION REQUESTED: By motion, adopt **Resolution 2013-03** authorizing a contract for mowing services throughout the Village.

PURPOSE: To utilize a contractor to mow Village owned property on a per cut basis.

For the most part, the Village has outsourced the mowing of the 130 acre Amberley Green site. As staff prepared the 2013 Budget and evaluated the work demands of the Maintenance Department, the infrastructure needs of the Village exceed our limited crew of 7 employees including Maintenance Supervisor Wes Brown. It was also evident that the high skill set of our Maintenance Department employees is such that their skills could be better invested in maintaining infrastructure instead of mowing. One option was to contract out mowing services throughout the Village enabling our staff to focus on street and storm water maintenance.

Included in the 2013 Budget was \$25,000 to free up Maintenance staff from mowing. This money could be used to hire seasonal employees to provide the mowing and supplement our work or seek competitive quotes from mowing contractors. Recognizing budget constraints, staff opted to seek proposals from lawn care companies to secure the lowest and best quote for the upcoming mowing season so that an analysis of the seasonal mowing by contract can occur. The contracted mowing was categorized into 4 categories:

1. Amberley Green
2. Village Municipal Building
3. North Site
4. Village right-of-ways

Two contractors, Fredericks Landscaping and EMES Lawn Care submitted quotes, slightly below last year's costs per cut for Amberley Green as outlined below:

Amberley Green

Fredericks Landscaping

\$1,208.86 per cut of the greater property
\$117.00 per cut of front fairways, building, parking lot & tennis court areas
\$725.31 for bush hogging

EMES Lawn Care

\$1,325.00 per cut of the greater property
\$140.00 per cut of front fairways, building, parking lot & tennis court areas
(did not submit a quote on the bush hogging)

In 2012, the greater property was mowed 12 times while the front fairways, building, parking lot and tennis court areas were mowed 18 times. The Meadowland areas were bush hogged once in 2012. In order to arrive at a projected annual cost of mowing the property, the quotes for 2013 pricing were multiplied by the number of actual cuts completed in 2012 to arrive at the following:

EMES Lawn Care: \$18,420	Fredericks Landscaping: \$16,612.32
	Bush Hogging <u>\$725.31</u>
	Total \$17,337.63

The lowest quote has been submitted by Fredericks Landscaping. Based on how often the property was mowed in 2012, and the need to bush hog at least once per year, their quote is \$1,807.68 less than EMES or \$116.14 per cut less on the greater property and \$23 less on the remaining areas. Fredericks mowed the property in 2011 and 2010 and EMES Lawn Care mowed the property in 2012; the Village was very satisfied with the work from both companies.

Frederick's has submitted a quote that is estimated to be less than EMES by \$1,807.68 for the 2013 mowing season. Frederick's is the recommended vendor for mowing services at Amberley Green in 2013.

Village Municipal Building Property, North Site and Village Right-of-Ways

The Village staff is proposing to outsource the mowing of Village Municipal Building Property, North Site and Village Right-of-Ways for the 2013 mowing season. Staff has obtained quotes from multiple contractors to secure the lowest and best quote for the upcoming mowing season. Two contractors, Fredericks Landscaping and EMES Lawn Care submitted quotes:

Fredericks Landscaping

\$344.50 per cut for the Village Hall Property
\$742.00 per cut for the Village Right of Ways and the North Site

EMES Lawn Care

\$685.00 per cut for the Village Hall Property
\$1,325.00 per cut for the Village Right of Ways and the North Site

In order to arrive at a projected annual cost for the 2013 mowing season, the 2013 quoted pricing was multiplied by 26 mowings for the Village Municipal Building Property and 20 mowings for the Village Right-of-Ways and the North Site to arrive at the following estimate:

EMES Lawn Care: \$44,310	Fredericks Landscaping: \$23,797
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The lowest quote has been submitted by Frederick's Landscaping. Based on the estimated number of mowings, their quote is \$20,513 less than EMES for the mowing season or \$340.50 per cut less on the Village Municipal Building Property and \$5,830 per cut less on the Village Right-of-Ways and the North Site.

Frederick's Landscaping has submitted a quote that is estimated to be less than EMES Lawn care by \$20,513 for the mowing season. Based upon past performance, staff believes Fredericks will provide a satisfactory product and Frederick's is the recommended vendor for mowing services in 2013.

In total, the cost for contractual mowing totals \$41,134.63 based on the mowing assumptions mentioned. One of the greatest benefits to this contract is the ability of our Maintenance Department to spend their time on higher priority items. Projects which they have not had sufficient time to complete with limited staff include mill and patch of our streets, tarring, street painting and stump grinding. By contracting the mowing services, the skills of our employees will be better utilized for maintenance of infrastructure.

The Village also included landscaping services in the quote however, EMES did not quote on the service which includes mulching beds around Village Municipal Building, corporation signs and other planting beds in the right-of-ways and providing spring and fall clean-up of the planting beds. Fredericks quoted these services at a cost of \$6,433.39 and they will perform this service as well.

Both the Municipal Building Landscaping and the Right of Way Landscaping maintenance (bi-weekly) and the Summer/Fall Trimming Clean up prices came in lower in 2013 than they were in 2012. The price for the Spring Clean up, Edging and Mulching is higher in 2013 than 2012. Below are maintenance pricing break downs:

<u>Municipal Building</u>	2012	2013
Bi-weekly maintenance (estimated 18 visits)	\$50.27 per visit	\$49.79 per visit
Spring/fall clean up (estimated 3 visits)	\$437.83 per visit	\$395.13 per visit
Mulching, edging, pre-emergent and spring clean up	\$1,594.66	\$ 1,765.91
 <u>Right of Way/Corp Signs</u>		
Bi-weekly maintenance (estimated 18 visits)	\$70.97 per visit	\$69.40 per visit
Spring/fall clean up mulching (estimated 3 visits)	\$278.31 per visit	\$238.02 per visit
Mulching, edging, pre-emergent and spring clean up	\$523.93	\$ 672.54

In 2102, there were 20 maintenance visits, but expect to have fewer visits in 2013. The estimated cost for the 2013 Landscaping Maintenance Contract (18 visits) is \$6,433.39.

The Streets Committee met to review the proposal and is recommending adoption of Resolution 2013-03. If you have any questions, please let me know.

PASSED:
BY:

RESOLUTION NO. 2013-03

RESOLUTION AUTHORIZING THE VILLAGE MANAGER TO ENTER
INTO A CONTRACT FOR MOWING SERVICES

WHEREAS, While the Village has cut back areas of its maintenance program in order to save money, the Village still requires some essential lawn mowing and landscaping services at Amberley Green and several other areas of the Village, including the Village Municipal Building property, Village-owned rights-of-way, and the North Site;

WHEREAS, Proposals from contractors were solicited for mowing services, and two companies submitted proposals for the Village's consideration;

WHEREAS, Based on the number of service calls, or "cuts," in 2012, the lowest and best proposal was submitted by Frederick's Landscaping;

WHEREAS, Council determines it is in the best interest of the Village and its residents to approve an agreement with Frederick's Landscaping for mowing services in 2013;

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF AMBERLEY VILLAGE, STATE OF OHIO, _____ (__) members elected thereto concurring,

SECTION 1: That the Village Manager be, and hereby is, authorized and directed to enter into a contract on behalf of the Village with Frederick's Landscaping for mowing services in 2013 based on the proposal submitted by that company, conditioned on any written agreements to be approved by the Solicitor.

SECTION 2: This Resolution shall take effect and be in force from and after the earliest period allowed by law.

Passed this ___ day of _____, 2013.

Mayor Byar

Attest:

Nicole Browder, Clerk of Council

Resolution Vote:

Moved: _____ Second: _____

I, Clerk of Council of Amberley Village, Ohio, certify that on the ____ day of _____, 2013, the forgoing Resolution was published pursuant to Article IX of the Home Rule Charter by posting true copies of said Resolution at all of the places of public notice as designed by Sec. 31.40(B), Code of Ordinances.

Nicole Browder, Clerk of Council