

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION
Date: June 14, 2012**

SUBJECT: Award of Contracts for Annual Public Works Maintenance, Service and Supply Programs

SUBMITTING DEPARTMENT: Public Works

PREPARED BY: Ken Stanton, Public Works Operations Manager, for
Norm Davis, P.E., Public Works Director

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: a). Annual Contracts

SUMMARY BACKGROUND: Each year the proposed budget includes several essential annual Public Works Maintenance, Service and Supply programs. Public Works seeks bids for various maintenance, service and supply contracts. Each contract begins on July 1st and ends June 30th of the respective Fiscal Year.

These contracts consist of the following with a brief description and the bid results:

a.) **Swath Mowing:**

Rank	Bidder	Total Base Bid
Low	Larry's Mowing Service	\$4,292.57
Second	Koehler Enterprises, Inc.	\$5,144.50

	<u>Miles</u>	
Hwy 69	72.89	Based on maintenance for 6-foot wide path throughout entire frontage area
Lakeshore Drainage	30.00	

Fiscal Analysis:

202-5510-631-3230 Landscaping Service (TPV):	\$124,000.00	(Budgeted FY 12-13)
Estimated Annual Cost of Swath Mowing:	<u>(\$23,252.23)</u>	(Dependent upon No. of Requested Services)
Balance:	\$100,747.77	

b.) **Striping and Pavement Markings:**

Rank	Bidder	Total Base Bid
1-bid received	Traffic Safety, Inc.	\$78,500.00

Fiscal Analysis:

202-5510-631-4370 Street Repair & Maintenance:	\$334,000.00	(Budgeted FY 12-13)
Annual Street Striping:	<u>(\$78,500.00)</u>	
Balance:	\$255,500.00	

c.) **Street Sweeping:**

Rank	Bidder	Total Base Bid
1-bid received	Tryton Enterprises, LLC	\$49.80

Per Linear Mile

Funding:

202-5510-631-4370 Street Repair & Maintenance:	\$334,000.00	(Budgeted FY 12-13)
Annual Street Sweeping	<u>(\$34,860.00)</u>	(Estimated on 700 mi)
Balance:	\$299,140.00	

d.) **Landscape Maintenance & Weed Control:**

Request for Proposals were submitted for these services. The procurement of job order contracting (JOC) services for landscaping maintenance and weed control is governed by Town Code Section 3-04-080, Prescott Valley, Arizona, and A.R.S. §34-603. Award of a single contract for this work was based on demonstrated competence and qualifications for the type of professional services specified. All applicable Federal Laws, State Laws, Municipal Codes, and other applicable rules and regulations of authorities having jurisdiction over said contract were applied.

The highest ranking firm was Koehler Enterprises with the following prices submitted:

Total Annual Landscape Contract Amount: \$238,365.00			
	<u>Annual Streets</u>	<u>Annual Parks</u>	<u>Facilities</u>
Town of Prescott Valley	\$57,662.00		
Stoneridge CFD Parks		\$59,117.00	
Stoneridge CFD Medians	\$18,220.00		
Pronghorn Ranch CFD Parks		\$46,075.00	
Pronghorn Ranch CFD Medians	\$15,871.00		
Quailwood CFD Parks		\$31,937.00	
New Library/ College Building			\$5,925.00
Trail Main	\$3,558		
TOTALS:	\$95,311.00	\$137,129.00	\$5,925.00

Fiscal Analysis:

202-5510-631-3230 Landscaping Service (TPV):	\$124,000.00	(Budgeted FY 12-13)
Annual Landscape Maintenance Cost:	<u>(\$61,220.00)</u>	
Balance:	\$83,253.05	
600-1005-614-3230 Stoneridge Landscaping Service:	\$84,160.00	(Budgeted FY 12-13)
Annual Landscape Maintenance Cost:	<u>(\$18,220.00)</u>	
Stoneridge Park Maintenance:	<u>(\$59,117.00)</u>	
Balance:	\$6,823.00	

601-1010-614-3230 Pronghorn Landscaping Service: \$57,000.00 (Budgeted FY 12-13)
 Annual Landscape Maintenance Cost: (\$15,871.00)
 Pronghorn Park Maintenance: (\$46,075.00)
 Balance: (\$4,946.00)

602-1015-614-3230 Quailwood Park Maintenance: \$30,200.00 (Budgeted FY 12-13)
 Quailwood Park Maintenance Cost: (\$31,937.0)
 Balance: (\$1,737.00)

101-4505-653-3230 Library Landscape Maintenance: \$6,500.00 (Budgeted FY 12-13)
 Annual Landscape Maintenance Cost: (\$5,925.0)
 Balance: \$575.00

e.) **Weed Control:**

Total Annual Weed Contract Amount: \$51,828.00

This item is funded by the using departmental and CFD budgets in the operations portion of each budget under the landscape line item.

OPTION ANALYSIS: The Council may vote to:

- 1.) Approve the award of the annual contracts, **OR**
- 2.) Not approve the award of annual contracts, **OR**
- 3.) Approve and not approve the award of the annual contracts, in any combination, **OR**
- 4.) Direct staff to pursue other options.

ACTION OPTION: Staff recommends approval of award of each annual contract to the lowest responsive bidder per the unit prices bid and highest qualified company as follows:

- (a) the Swath Mowing contract to Larry's Mowing Service, **AND**
- (b) the Striping & Pavement Markings to Traffic Safety, Inc., **AND**
- (c) the Street Sweeping contract to Tryton Enterprises, LLC, **AND**
- (d) the Landscape & Weed Control contract to Koehler Enterprises, DBA K-ler Land Works Maintenance

OR Motion not to approve award of any or all of the contracts. **VOTE.**

RECOMMENDATION: Staff recommends approval of all the annual contracts as outlined in this action.

FISCAL ANALYSIS: The budget for each program is outlined in each item above.

REVIEWED BY:

Management Services Director _____ Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____