

Narrative

December 20, 2022



RESOLUTION - LANDSCAPE MAINTENANCE BID AWARD

The City of Alliance started utilizing a private contractor for the maintenance of specific landscaped areas in 2008 after evaluating staffing, equipment, vehicle, and supervisory needs during the summer growing season. Continuing with that practice, on November 27, 2019 the City of Alliance released ITB (Invitation to Bid) No. 017171-2020 to select a contractor to provide; spring preparation (cutting back of all perennial plants and grasses), planting of any annuals or perennials, and seasonal sustention (maintenance, fertilizing and weed removal) from March 1 to October 30th each year. The following areas are included in this contract:

- Alliance Entrance Beds (2 landscape beds at the intersection of Hwy 385 and Hwy 2)
- Alliance Learning Center
- Alliance Municipal Airport terminal landscape
- Alliance Municipal Building
- Bower Baseball Field (Two entrance beds at 2nd and Mississippi)
- Box Butte Avenue – Center Islands, 10th street to 14th Street
- Central Park Fountain Beds
- Central Park 10th Street Entrance
- Knight Museum & Sandhills Center
- Military Museum & Conservatory Landscape
- Senior Center Landscape
- SkyView Golf Course Landscape Beds
- Sunken Gardens
- Swimming Pool

The bid was initially awarded to All Seasons Landscape Maintenance and Design. The Scope of Service section of ITB No.017171-1/2020 allows for a one-year initial award with three optional one-year renewal periods. The renewal being recommended for the 2023 season will be the third and final optional one-year annual renewal.

The utilization of a contractor to maintain specific landscape areas has proven to be beneficial over the years. Consistent professional oversight has resulted in substantial improvements to the appearance of these highly visible areas of our community. Additional specific benefits include:

- Consistent professional evaluation and improvement of landscape areas.
- The ability of the contractor to differentiate between weeds and desirable vegetation in the early stages of development. (seasonal staff typically do not have that knowledge, and often without diligent direct supervision remove desirable species when weeding in Spring)
- Certification to apply spray whenever necessary during routine maintenance checks
- Knowledge of landscape design and ability to transplant volunteer vegetation to other places within the Parks Division. This has resulted in the ability to use our landscape areas as a “nursery” for perennial plants reducing the need to purchase them.

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- The ability to work in higher traffic areas outside normal business hours & on weekends
- Reduction in staff time spent supervising seasonal help, which frees up full time staff to complete more complex and vital tasks, especially in Spring.

All Seasons Landscaping did not request an increase in 2022 and are not requesting an increase for the 2023 growing season. The proposed maintenance costs for 2023 are as follows.

| | |
|----------------|-----------|
| Parks Division | \$ 26,500 |
| Golf Course | \$ 3,200 |

Adequate funds for the proposed annual contract are included in Parks Division Budget (GL 01-71-71-43-371) and Golf Division Budget (GL 21-71-75-44-479) of the City of Alliance 2022/23 annual budget.

RECOMMENDATION: APPROVE FINAL CONTRACT RENEWAL WITH ALL SEASONS LANDSCAPE MAINTENANCE AND DESIGN IN THE AMOUNT OF \$29,700 FOR THE 2023 GROWING SEASON.

CITY MANAGER COMMENTS

While it may be possible to provide these services cheaper in-house, we are experiencing delays in filling certain positions. For FY24 a cost-benefit analysis will be conducted to determine if it is cheaper and more efficient to provide these services in-house.

I recommend approval of the requested contracts as outlined above.

RESOLUTION NO. 22-108

WHEREAS, The City of Alliance prepared a request for quotations for contracting maintenance of public landscaped areas within the parks and municipally owned properties; and

WHEREAS, The City published an Invitation to Bid Landscaping Services for an initial one-year contract, March 1 through October 31, 2023; and

WHEREAS, One bid was received from All Seasons Landscape Maintenance and Design; and

WHEREAS, Cultural and Leisure Services Director Brown has reviewed the bid and the performance of All Seasons Landscape Maintenance and Design and is recommending the contract be awarded to All Seasons Landscape Maintenance and Design; and

WHEREAS, The Mayor and City Council deemed it appropriate to hire an independent contractor to provide the labor for the clean-up, planting and maintenance of the public landscaped areas within the park systems and municipally owned properties of the City of Alliance.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and Council of the City of Alliance, that the Mayor is authorized to sign an agreement between the City of Alliance and All Seasons Landscape Maintenance and Design to contract Planting Bed Maintenance which includes preparation (spring clean-up), planting, transplanting and sustention for the period commencing March 1 through October 31st for the year 2023.

BE IT FURTHER RESOLVED that the base contact price for the year 2022 shall be Twenty-nine Thousand Seven Hundred and No/100ths Dollars (\$29,700.00).

PASSED AND APPROVED this 20th day of December, 2022.

Mike Dafney, Mayor

(SEAL)

Attest: _____
Tarah S. Johnson, City Clerk

Approved as to Form and Legality:

Simmons Olsen Law Office, Legal Counsel