

DATE: February 3, 2020
TO: Matt Jordan, General Manager
FROM: Charles H. Carden, Chief Operating Officer *CHC*
SUBJECT: Mowing & Grounds Maintenance Services – Contract No. 2019-001 with Albert E. Roller, LLC – Price Amendment and Contract Value Increase – *Approve*

SUMMARY

Ongoing Agency mowing and grounds maintenance needs require Tampa Bay Water respond in a timely manner. A contract for these services was awarded at the December 2018 Board meeting and option year one was exercised in October 2019. Staff recommend increasing the contract amount to allow for increased Mowing and Grounds Maintenance Services, and for a unit price amendment.

RECOMMENDATION

Approve Second Amendment to Contract No. 2019-001 with Albert E. Roller, LLC to include an increase to the unit price of 5% and increase to the value of the contract from \$258,466.90 to \$364,843.86.

COST/FUNDING SOURCE

\$364,843.86 - Uniform Rate. Fiscal Year 2020 budgeted funds.

DISCUSSION

Tampa Bay Water uses outsourced Mowing & Grounds Maintenance Services for properties and pipeline easements in the three counties of Hillsborough, Pasco and Pinellas. The contract was competitively bid and awarded to Albert E. Roller, LLC at the December 2018 Board meeting.

The terms of the original contract provide the option to renew the contract for an additional three years, one year at a time or any portion thereof. Option year one was exercised and approved by the board at the October 2019 meeting through December 31, 2020.

Tampa Bay Water has determined that the number of pipeline appurtenances (to include marker posts, guy wires, bollards, etc.), amount of fence line, and acreage requiring service along hundreds of miles of pipelines has increased. There has also been additional recently purchased property located on Huckaville Road, along with additional work needed at the Regional Water Treatment Plant site. Also included is an increase to the level of mowing service at the Carrollwood wells that are located inside a subdivision.

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Tampa Bay Water researched the fuel and labor rates through the United States Bureau of Labor Producer Price Index and other, observed market conditions and found an increase of 2.5% in labor rates and an increase of 22.6% in fuel rates from December 2018 to December 2019.

Staff recommends approval of the Second Amendment to include the unit price increase of 5% and the contract value increase from \$258,466.90 to \$364,843.86.

The proposed amendment has been approved as to form by Tampa Bay Water General Counsel's Office.

BACKGROUND

Tampa Bay Water's Buildings, Grounds, and Fleet Department is responsible for lawn maintenance services at all agency operating facilities and wellfields, along with land management services on all agency facilities, including high vegetation areas along pipeline easements. Work includes bush hogging, disking, tree trimming and/or removal, trash/debris removal in pipeline easement areas and line trimming at various agency facilities/sites. Due to minimal agency staffing levels and high capital equipment investment, these services were considered for outsourcing in 1995. It is recommended that this service continue to be outsourced.