

Memorandum

To: Honorable Mayor Shetter and members of the Burleson City Council

From: Sandy Bradley, Purchasing Agent

Date: February 16, 2009

Subject: Renew the contract for Grounds Maintenance for Medians and Rights-of-Way with Whitmore & Sons, Inc.

Council Action Requested:

Approve the contract renewal for Grounds Maintenance for Medians and Rights-of-Way with Whitmore & Sons, Inc., from March 1, 2009 through September 30, 2009.

Background Information:

This contract was originally awarded on February 22, 2007, with the option to renew for 2 additional 1 year contracts. This is the final renewal option of this contract. The renewal cost of \$43,180 includes additions from the previous contract years and 1 addition of Hemphill Street from McAllister to Alsbury.

The contract includes mowing, line trimming of sidewalks, medians, city pump stations and those areas generally considered within the city's interior as indicated on the map in yellow. There are approximately 58.367 acres in this section that will be mowed on a 14 day cycle with an estimated 16 cycles through September 30, 2009.

Board/Citizen Input:

N/A

Financial Considerations:

Funds are available in 001-6013-453-4115

Attachments:

Renewal letter

Staff Contact:

Ike Vera, Parks Maintenance Supervisor 817-447-5312 x250 ivera@burlesontx.com
Sandy Bradley, Purchasing Agent 817-447-5400 x279 sbradley@burlesontx.com

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Sandy Bradley, CPPB
Purchasing Manager
141 West Renfro
Burleson, Texas 76028
817-447-5400 Ext. 279
817-447-5365 Fax

January 8, 2009

Whitmore & Sons, Inc.
P.O. Box 210203
Bedford, Texas 76095-7203

Re: ITB 2007-012 Annual Contract for Grounds Maintenance for Medians and Rights-of-Way

Dear Barry,

The current annual contract for "Grounds Maintenance for Medians and Rights-of-Way" ITB 2007-012, will be up for renewal on March 1, 2009. The City of Burleson would like to extend this contract through September 30, 2009.

The current contract in the amount of \$2,208.81 per mowing cycle includes sites identified in yellow on the map provided with bid documents. This amount includes one location added per renewal letter of January, 2008. During FY 07-08, three locations were added, Alsbury Meadows, Hidden Creek & I-35 Bridge and Granbury Road for \$440 per mowing cycle. Currently the City is paying Whitmore & Sons, Inc. \$2,648.81 per mowing cycle.

For the upcoming contract year the City would like to include Hemphill Street from McAllister to Alsbury for \$50.00 per mowing cycle. This will bring the total \$2,698.81 per mowing cycle. We anticipate between March 1, 2009 and September 30, 2009, 16 mowing cycles.

You have 10 business days after March 1, 2009, to provide original ACCORD certificates for required insurance.

Please sign and return this renewal letter as soon as possible in the appropriate areas and return in the enclosed envelope.

Sincerely,

A handwritten signature in cursive script that reads "Sandy Bradley".

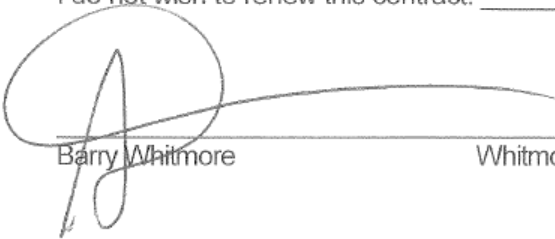
Sandy Bradley
Purchasing Manager

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Renewal Agreement
ITB 2007-012
Grounds Maintenance for Medians and Rights-of-Way
March 1, 2009 – September 30, 2009.

I agree to the renewal of ITB 2007-012, Grounds Maintenance for Medians and Rights-of-Wa
contract ending September 30, 2008 for a cost of \$5,397.62 a month.

I do not wish to renew this contract.



Barry Whitmore Whitmore & Sons, Inc.

1/21/09

Date

