

## 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 Annual Mowing of Rights-of-Way with S&D Enterprises, ITB 2007-018.

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### **Council Action Requested:**

Approve the contract renewal for mowing of Rights-of-Way with S&D Enterprises, beginning March 1, 2009 through September 30, 2009.

### **Background Information:**

This contract was originally awarded on February 22, 2007, with the option to renew for two additional one year contracts. This is the final option of this contract. The renewal cost of \$65,464 includes additions from the previous contract years and the corner of Elk Drive & Hillside, a three acre triangle and six medians on John Jones Road from Alsbury to FM 1016, six acres, for a total of nine acres.

The contract includes "rough cut" mowing of County and Farm-to-Market-roads rights-of-way that fall within the city limits and ETJ as indicated on the map in blue. There are approximately 146.518 acres that will be mowed on a 30 day cycle with an estimated eight mowing 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](mailto:ivera@burlesontx.com)  
Sandy Bradley, Purchasing Agent 817-447-5400 x279 [sbradley@burlesontx.com](mailto:sbradley@burlesontx.com)

February 16, 2009  
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Sandy Bradley, CPPB  
Purchasing Agent  
141 West Renfro  
Burleson, Texas 76028  
817-447-5400 Ext. 279  
817-447-5365 Fax

January 8, 2009

S&D Enterprises  
1055 Hewitt Street  
Burleson, Texas 76028

Re: ITB 2007-018 Annual Mowing for Rights-of-Way

Dear Scott,

The current contract for "Annual Mowing for Rights-of-Way" ITB 2007-018, 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 \$7,058 per 30 day mowing cycle includes sites identified in blue on the map provided with bid documents. This amount includes locations added per renewal letter of January, 2008. During Fiscal Year 2007-08, six acres across from Hidden Creek known as the Able Tire Company was added for \$450 per cycle. Currently the City is paying S&D Enterprises \$7,508 per 30 day mowing cycle.

For the upcoming contract year the City would like to include the corner of Elk Drive & Hillside, a three acre triangle and six medians on John Jones Road from Alsbury to FM 1016, six acres, for a total of nine acres at \$675 per 30 day mowing cycle. This will bring the total 30 day mowing cycle cost to \$8,183.

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 black ink that reads "Sandy Bradley". The signature is written in a cursive, flowing style.

Sandy Bradley  
Purchasing Manager

Renewal Agreement  
ITB 2007-018  
Mowing Rights -of-Way  
March 1, 2009 – September 2009.

I agree to the renewal of ITB 2007-018, Mowing Rights-of-Way, contract ending September 30, 2008 for a cost of \$8,183 per 30 day mowing cycle. SB

I do not wish to renew this contract. \_\_\_\_\_

Scott Baughman  
Scott Baughman

S&D Enterprise  
S&D Enterprises

1/20/09  
Date

