

MEMORANDUM

TO: Chairperson and Members of the Board of Directors

FROM: Mike Bozzo, Director of Fleet and Facilities
Cindy Campen, Service Section Supervisor
Magan Waltari, Procurement & Grants Coordinator

DATE: April 18, 2019

SUBJECT: Consideration of Approval to Extend Contract with ProScapes, Inc. for Landscape Maintenance and Snow Removal

RECOMMENDATION

The Executive Committee met on April 11, 2019 and recommended that the Board of Directors approve an extension of the current contract with ProScapes, Inc. for landscape maintenance and snow removal for one (1) year and authorize the General Manager to extend the agreement under its renewal options without the need for further Board approval.

BACKGROUND

In 2017 the Board of Directors approved one year of a total six year contract with Turftenders to provide landscape maintenance. Turftenders sold their business to ProScapes and on January 8, 2018 assigned the contract, with WTA approval, to ProScapes with options to extend for up to five years.

During a review of the file for the next contract renewal, staff found that the original Board award was only for the first year of the contract. With approval of this item, no further Board action will be required.

WTA is entering the third year of this contract.

FISCAL IMPACT

The 2019 budget included monies that will accommodate this request. Staff estimates yearly expenditures to be between \$40,000 - \$45,000. This is highly variable depending on prevailing wage rates, and snow and ice call outs.