

1900 Aviation Drive Waukesha, Wisconsin 53188 Ron Grall, Director rgrall@waukesha-wi.gov 1-262-524-3737

Common Council Item Number: ID# 23-6166	Date: March 7, 2023
Submitted By: Ron Grall, Director of Parks, Recreation & Forestry Keith Johnson, Grounds Maintenance Supervisor	City Administrator Approval: Kevin Lahner, City Administrator KL
Finance Department Review: Joe Currico, Finance Director JC	City Attorney's Office Review: Brian Running, City Attorney BR

Subject:

Approval of the proposed Median Island Mowing Agreement between The Happy Mower and the City of Waukesha.

Details:

The Parks, Recreation & Forestry Department (WPRF) is always seeking more cost-effective and efficient means of operation. WPRF has always looked for blended solutions to solve maintenance challenges. WPRF has mowed the street medians for the City as the city has planned for growth and new medians were added, we have absorbed the mowing of these medians. WPRF has used contractors for the past 4 years to assist in the mowing of median islands not through planned growth, but through jurisdictional transfer. The addition of the state-owned medians to the contract was recommended by Council during the 2023 Operating Budget Approval process. WPRF has added the new bypass medians, as well as the bypass bike trail mowing to this contract, in addition to other City medians. The goal is to contract out all "non-park" property mowing for the City.

Options & Alternatives:

WPRF could attempt to absorb these new islands, however, this would detract from Parks Maintenance as additional resources would be shifted to address this additional mowing. This is a <u>2-year</u> contract.

Financial Remarks:

As part of the 2023 Parks Operating budget, monies were earmarked in 5520.52190, Other Professional Services, to cover the cost of contracting out the mowing of the street medians as well as the state-owned medians. The amount of the contract is \$85,750.00. (2023) and \$81,500 (2024)

Executive Action:

Recommend approval of the Street Median Mowing Contract agreement between The Happy Mower and the City of Waukesha and authorize the Mayor to enter into this contract.

Committee Recommendation: The Parks, Recreation, and Forestry Board will be considering this item at the February 20, 2023 meeting and making a recommendation to the Common Council. The contract has been reviewed by the City Attorney.

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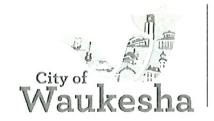
CITY OF WAUKESHA

PARKS, RECREATION AND FORESTRY DEPARTMENT

Median Mowing Bid results

RFQ RECEIVED: 2/15/23

	BID 2023	2024	
Kujawa Enterprises Inc (KEI)	\$ 108,450.00	\$ 112,780.00	
The Happy Mower, LLC. (season) W191 S7166 Luehring Dr. Muskego, WI 53150	\$ 85,750.00	\$81,500.00	
Alberts Contracting PO Box 341756 Milwaukee WI	\$ 140,963.00	\$ 140,963.00	
Smithstonian Material Inc PO box 787 Brookfield Wi.	\$ 12,950.00 (per cycle)	\$13,388.50 (per)	
American Landscape Menomonee Falls Wi.	No bid		
David J Frank Landscape.			
Withdrew bid due to anticipated employee shortage.			



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IMPORTANT NOTICE TO PROSPECTIVE CONTRACTORS

Enclosed for your consideration, please find a Request for Quotations (RFQ) for the provision of contracted mowing and trimming services of selected Street Median Islands starting in spring 2023. This is for a two-year contract. Years 2023 and 2024.

Carefully read and review all information provided. Enclosed you will find pertinent maintenance specifications, median location maps, and required price quote submittal forms. Please note that the maps are provided for your reference only. It is **strongly recommended** that you personally measure and review the indicated areas prior to submission.

Submittals may be mailed, emailed, or delivered in person in a sealed envelope marked "Street Median Island Mowing and Trimming Services" to:

City of Waukesha Parks Recreation & Forestry Department 1900 Aviation Drive, Waukesha, WI 53188 ATTEN: Keith Johnson

Deadline for submittal: 12:00 pm Wednesday, February 15th, 2023

The City of Waukesha reserves the right to accept or reject all or part of any submitted quote and select the contracted service deemed most advantageous to the City of Waukesha.

If you have any questions regarding the completion/submittal of the RFQ, please contact:

Keith Johnson, Supervisor Grounds Maintenance Division City of Waukesha Parks, Recreation & Forestry Department

kjohnson@waukesha-wi.gov

Phone: (262) 524-3722 Cell: (262) 993-2083 Fax: (262) 524-3713

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REQUEST FOR QUOTATIONS (RFQ) Street Median Island Mowing & Trimming Services The City of Waukesha 2023 & 2024

REQUIRED TERMS & MAINTENANCE SPECIFICATIONS

Note: The City shall determine if the contractor submitting a bid is qualified to do the work, written proof of qualifications may be requested by the city:

- Contractor shall have provided mowing services of similar size and scope, as described within this RFQ.
- Contractor shall carry the appropriate insurance policy with the following coverage:
 - o Commercial General liability \$ 1,000,000

Aggregate

\$ 2,000,000

o Umbrella

\$5,000,000

o With the City of Waukesha named as additional insured

1. Schedule

The Contractor will provide to Owner (City of Waukesha) a yearly mowing schedule that allocates adequate personnel and equipment to complete the entire weekly mowing. The Contractor must maintain this schedule with the ability to use Saturdays or Sundays to catch up on time lost due to unsuitable weather and/or turf conditions. The Contractor will notify the Owner of any changes to the schedule. The Owner agrees to provide notice of cancelation by noon of the day proceeding scheduled work to be canceled.

2. Litter, Debris, and Cleanup

The Contractor will be responsible for the proper removal of trash, downed tree limbs less than 4" in diameter, and debris from the islands. For anything larger contact, the City Grounds Maintenance Supervisor.

3. Mowing - Trash and Debris

The entire site will be picked up of trash and debris disposed of before mowing begins, this includes cigarette butts. Mowing over or placing litter or debris in the trees, landscape beds or street curb area is not acceptable. Grass will not be blown into the streets or allowed to accumulate in the curb line or sewers. All efforts will be made to keep grass on the island.

4. Height of Cut

Mowers will be rotary type and the height of the cut will be set at between 3-3 ½ inches. City Grounds Maintenance Supervisor shall have the right to check equipment for compliance. The Contractor shall adjust lawn mowing heights at the written request of the Owner.

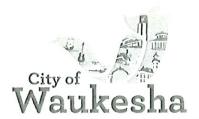
5. Frequency of Mowing

Mowing will be completed once (1) every week starting approximately the second week of **April**, **weather dependent and continuing through October 31**st. Cuttings may be reduced or adjusted based on weather conditions and/or growth rate (must be coordinated with the City Grounds Maintenance Supervisor). A right of way permit (ROW) shall be issued by the City to the Contractor in accordance with State of Wisconsin DOT standards.

6. Trimming and Edging

Contractor shall be responsible at **EVERY** lawn mowing for trimming around permanent objects such as trees, shrubs, mulch and plant beds, signposts, fencing, retaining walls, near buildings, in curbs and gutters,

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and any other part of the lawn area that the lawnmowers may not be able to reach during routine mowing. Areas to be trimmed shall be brought to the same level as the mowing level of the lawn. On City medians Section "A" the contractor is also responsible for the control of weeds/grass (chemical or trimming) in the cracks of the concrete curbing surrounding the median known as the curb apron, appendix "D" and any concrete that is attached to or extends the end of the island including sidewalk crossings, traffic controls, etc. The contractor must take care not to damage objects during mowing and trimming operations. If the contractor chooses to use chemicals to control weeds, the contractor is responsible for obtaining the correct pesticide applicator certification in accordance with the Wisconsin Department of Agriculture Trade and Consumer Protection (Wis DATCP) and shall provide a copy of the certification upon request.

7. Final Appearance

Picking up or bagging of cut grass and raking of leaves are not normally required. Mowing patterns shall be such that the clippings are evenly distributed, not windrowed into noticeable deposits. At the Owner's discretion, unevenly distributed grass clippings may have to be picked up. Grass clippings will not be allowed to accumulate on the road or curb lines. Mowing patterns will be established, and equipment operated so that the height of the cut is uniform, and no scalping occurs. The mowing pattern will be consistent throughout the lawn area and satisfactory to the Owner. Trees, shrubs, and other plants should not be "barked" by running into them with the mowing equipment. Any damage done to existing trees, shrubs and other plants by "barking" will be assessed to the contractor and deducted from the monies owed.

8. Personnel

The Contractor's Contract Administrator must be available by phone and email. Contractor shall have in its employ, or under its control, sufficient qualified and competent personnel to perform work promptly and in accordance with a schedule or work program. The crew foreman must be able to converse in English. The contractor shall employ only such workers as are skilled in the tasks to which they are assigned. Workers shall act appropriately and professionally at all times. The Owner may require the Contactor not to assign any employee the Owner deems incompetent, careless, insubordinate, or otherwise objectionable to work on City projects.

9. Equipment

The contractor, operators, and all vendors shall wear a reflective vest while in the right of way, and will provide, upon request, the Owner with a list of owned or leased equipment. Walk-behind mowers may be used around obstacles and for steep slopes. Mowing equipment shall be kept in good, safe operating condition with sharp blades so that grass is cut properly and, in such condition, that oil and gasoline are not leaked onto turf areas. Mowers shall be <u>rear discharged or have the grass chutes closed off to</u> eliminate objects and grass from being thrown from mowers into traffic roads and sewers.

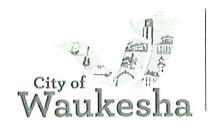
10. Fueling and Oiling

Spilled gasoline and oil kills grass. Mowers will not be fueled or oiled in grass they shall be moved to paved areas for this function.

11. Standards

All materials and workmanship must be in accordance with generally accepted methods and standards of the industry and be consistent of the highest quality and the standards of the City of Waukesha. The Contractor shall perform all duties in a timely and workmanlike manner. All regulations pertaining to traffic control for street construction and maintenance operations in the City of Waukesha shall be followed. All work is subject to inspection from the Owner. All regulations pertaining to traffic control for street construction and maintenance operations in the City of Waukesha shall be followed. All work is subject to inspection from the Owner.

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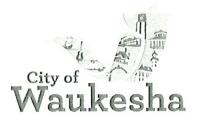
- (a) All contractor's supervision and staff must attend an annual safety briefing by the City of Waukesha and Waukesha County Highway Operation personnel.
- (b) All persons mowing within the WisDOT right of way shall wear Class 2 safety vests.
- (c) Mowing shall take place during non-peak travel times and in daylight hours only.
- (d) Litter and other debris shall be removed prior to mowing. Applicants may keep cans and other recyclable items that may be turned in for cash.
- (e) Chemical treatment of the median is prohibited, for section "C" State DOT Medians
- (f) Mowing shall take place with the chute facing away from traffic.
- (g) Mowing clippings shall not plug drainage structures.
- (h) Applicant shall have a copy of their permit nearby that is easily accessible.
- (i) Persons mowing within the median shall be responsible for any damages caused to WisDOT facilities, permitted utility facilities, etc. resulting from the mowing operation.
- (j) All persons mowing within the right of way shall be at least 15 years of age or older.
- (k) Mower operators shall yield to vehicular traffic at all times during equipment crossing and mowing operations.
- (I) No vehicles or equipment shall be parked or stored on highway right of way.
- (m) Where the median is a curb section, temporary ramping with a plank or two shall be allowed for a riding lawn mower. Any planking of the curb shall be only to gain access to and from the median being mowed and be removed once mowing is completed.
- (n) The applicant may use weed whips around light poles, signposts, etc.

12. General Reporting of Damages and Communication

Any vandalism, storm damage or Contractor damage to the subject areas needs to be reported as soon as possible by the Contractor to the Owner. The Contractor will respond to calls from the Owner with a response time not exceeding four (4) hours.

- Regarding Property Damage:
 - a. Wherever any existing material, equipment or facility is damaged by the Contractor, the cost of repair or replacement shall be charged to the Contractor or deducted from monies owed to the Contractor. Items covered by this provision include, but are not limited to curbs, sidewalks, lawns (to include scalped areas ruts or depressions), plantings, limbing or gouging of trees or shrubs, signs, light poles, vehicles etc.
 - b. Injuries to any person, damage to any mowing site, the property of any employee at that site, customer or any property not belonging to the Contractor shall be reported immediately to the Owner. Any costs for this damage or injury will be responsible and reimbursed to the injured party by the Contractor.
 - c. Repair work due to damages caused by the Contractor shall be coordinated through, and subject to the approval of the Owner. Repairs shall be made with like materials in a manner acceptable to the Owner and repaired to its original state at the Contractors' expense.

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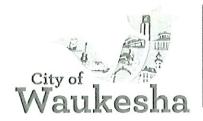


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d. Contractor shall acquaint themselves with the location of utilities, which may be encountered or be affected by their work, and shall be responsible for damage caused by neglect to provide proper precautions or protection.

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ITEMIZED (PER AREA) QUOTATIONS

SUBMIT WITH COMPLETED "QUOTATION SUBMITTAL FORM" Quotes that do not have itemized per area quotations may be rejected.

STREET MEDIAN MOWING & TRIMMING LOCATIONS

SECTION "A"- City Medians

1.	Arcadian Ave:	Six Islands west from the 59/164 Byp Tesch Ct. (1 map)	s 1,500
2.	Big Island:	Between E. North St. & E. St. Paul (Horeland Blvd. to Albert Street (1 ma	
3.	Main & Perkins:	Corner property on Lincoln & Perkins E. Main and Cleveland island. (2 map	
4.	Main Street:	Islands from Manhattan Drive east to maps)	Moreland Blvd. (2
5.	Manchester Dr:	One island at Manchester Dr and Ma	dison Street \$SOO
6.	Oakridge Court:	Cul-de-sac island on Oakridge Court	(1 map) \$
7.	Silvernail Rd:	Islands from Grandview west to University (include terrace) (1 map)	ersity Dr.
8.	South East Ave:	Islands from Rivera Ave include one Rivera, South to Les Paul parkway. (
9.	Grand Ave:	Islands from Rivera Dr. north to Estb	

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10. Springdale Rd: Islands from Bluemound Rd (Hwy. JJ) to Moreland Blvd

\$ 4,000

11. E. Sunset Dr & Guthrie Rd: Island form Blackhawk Trail to Howlett Lane along Sunset

and Guthrie Rd. (1 Map)

\$ 1,000

12. Sunset Dr: Islands from Les Paul Parkway (164 bypass) west to

Genesee Rd. (W. St. Paul Ave). Include Chapman island & terrace between the river and bank driveway. Also the terrace on the North Side of Sunset and St. Paul, from

St. Paul Avenue to the river (3 maps)

\$ 7,500

13. Tenny Ave: Islands from south of E. Sunset Dr. north to Roberta Ave.

Including the Islands north of Roberta (2 maps)

\$ 2,000

14. E. Racine Ave: Two islands located at the intersection of Les Paul

Parkway and E Racine Avenue. One island on each

side of the intersection. (1 map)

\$ 750

15. E. Broadway: Two islands located at the intersection of Les Paul

Parkway and E Broadway Avenue. One island on each

side of the intersection. (1 map)

\$ 500

16. Ellis St. on Porter Ave: Out lot behind 1203-1221 Ellis on Porter Ave. includes hill

and triangle located at N Porter Ave and Hillside Dr (1 map)

\$ 1,500

17. Delafield St: Islands at Delafield and Northview Ave and Islands at

Delafield and W. Moreland Blvd. (2 maps)

\$ 7,000

18. Paramount Dr & Nike Dr. Islands at E Main St. and Paramount, Nike Drives (1 map)

\$ 750

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\$ 14,000

Total Section "B

19. Moreland Ave:	From Whiterock Avenue west to W. St Paul Ave. Include islands at Motor Ave and Moreland Ave. (9 maps)			
	\$ 9,000			
20. N. University Ave:	From Madison avenue north to Silvernail Dr. (4 maps)			
21. Kisdon Hill Court	\$ <u>5,250</u> Kisidon Hill Dr and Kisdon Hill Court (1 map)			
	\$ 500			
	Total Section "A" \$ 47,000			
SECTION "B"- County Medians				
1. HWY.18 Manhattan-Wolf:	(Moreland Blvd. 1) Islands from Manhattan east to Wolf Rd. (1 map)			
	\$ 1,000			
2. St Paul Ave:	St Paul Ave From Harris -Highland to HWY 59 (3 maps)			
	\$ 4,000			
3. Meadowbrook Rd:	From Madison Ave north to I-94 (6 maps)			
	\$ 6,500			
4. Meadowbrook Rd Bike trail:	From Northview Road south to Summit Avenue. Mow from the curb edge or road edge to one mower width on the East side of the trail. (1 map)			
	\$ 2,500			

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SECTION "C"- State Medians

1. Les Paul Parkway at Blackhawk Trail:

Les Paul terrace from Blackhawk Trail. South to sidewalk running to the apartments (1 map)

\$ 3,000

2. Les Paul parkway (HWY 59 bypass) Intersection of Moreland and Wolf Road, South to Genesee rd. (11 maps)

\$ 18,250

3. Wolf to I-94:

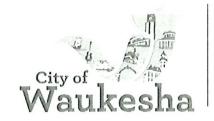
Islands from Wolf east to I-94 (1 map)

\$3,500

TOTAL PRICE OF SECTION "A + B + C":

\$ 85,750.00

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QUOTATION SUBMITTAL FORM (Print/Type Information)

1. NAME OF CONTRACTOR: The Happy Mower	
2. BUSINESS ADDRESS: W191 57166 Luchoing (
3. City: Muskega	State: WI Zip Code: 53150
4. CONTACT PERSON: Jim E	Piancardi
5. PHONE NUMBER(S):	
6. EMAIL: The happymower =	1 @ yahoo. con
7. AUTHORIZED SIGNATURE:	DATE: 2-14-23
8. TITLE: OWNEC	
	2023 Price 2024 Price
TOTAL PRICE OF SECTION "A":	\$47,000 \$ 44,500
TOTAL PRICE OF SECTION "B":	\$14,000 \$ 13,500
TOTAL PRICE OF SECTION "C":	\$ 24,750 \$ 23,500
TOTAL PRICE OF SECTION "A + B + C	\$ 85,750 \$ 81,500
Date Received:(Office)	
By:(Office)	

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- (I) No vehicles or equipment shall be parked or stored on highway right of way.
- (m) Where the median is a curb section, temporary ramping with a plank or two shall be allowed for a riding lawn mower. Any planking of the curb shall be only to gain access to and from the median being mowed and be removed once mowing is completed.
- (n) The applicant may use weed whips around light poles, signposts, etc.

12. General Reporting of Damages and Communication

Any vandalism, storm damage or Contractor damage to the subject areas needs to be reported as soon as possible by the Contractor to the Owner. The Contractor will respond to calls from the Owner with a response time not exceeding four (4) hours.

Regarding Property Damage:

- a. Wherever any existing material, equipment or facility is damaged by the Contractor, the cost of repair or replacement shall be charged to the Contractor or deducted from monies owed to the Contractor. Items covered by this provision include, but are not limited to curbs, sidewalks, lawns (to include scalped areas ruts or depressions), plantings, limbing or gouging of trees or shrubs, signs, light poles, vehicles etc.
- b. Injuries to any person, damage to any mowing site, the property of any employee at that site, customer or any property not belonging to the Contractor shall be reported immediately to the Owner. Any costs for this damage or injury will be responsible and reimbursed to the injured party by the Contractor.
- c. Repair work due to damages caused by the Contractor shall be coordinated through, and subject to the approval of the Owner. Repairs shall be made with like materials in a manner acceptable to the Owner and repaired to its original state at the Contractors' expense.

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d. Contractor shall acquaint themselves with the location of utilities, which may be encountered or be affected by their work, and shall be responsible for damage caused by neglect to provide proper precautions or protection.

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ITEMIZED (PER AREA) QUOTATIONS

<u>SUBMIT WITH COMPLETED "QUOTATION SUBMITTAL FORM" Quotes that do not have itemized per area quotations may be rejected.</u>

STREET MEDIAN MOWING & TRIMMING LOCATIONS

SECTION "A"- City Medians

1.	Arcadian Ave:	Six Islands west from the 59/164 Bypass to just past Tesch Ct. (1 map)
		\$
2.	Big Island:	Between E. North St. & E. St. Paul (HWY 18) from Moreland Blvd. to Albert Street (1 map)
3.	Main & Perkins:	Corner property on Lincoln & Perkins intersection & E. Main and Cleveland island. (2 maps)
4.	Main Street:	Islands from Manhattan Drive east to Moreland Blvd. (2 maps)
5.	Manchester Dr:	One island at Manchester Dr and Madison Street \$
6.	Oakridge Court:	Cul-de-sac island on Oakridge Court (1 map) \$
7.	Silvernail Rd:	Islands from Grandview west to University Dr. (include terrace) (1 map) \$
8.	South East Ave:	Islands from Rivera Ave include one island north of Rivera, South to Les Paul parkway. (1 map) \$
9.	Grand Ave:	Islands from Rivera Dr. north to Estberg Ave. (2 maps)
		\$

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10. Springdale Rd:	Islands from Bluemound Rd (Hwy. JJ) to Moreland Blvd	
	\$	
11. E. Sunset Dr & Guthrie Rd:	Island form Blackhawk Trail to Howlett Lane along Sunset and Guthrie Rd. (1 Map) \$	
12. Sunset Dr:	Islands from Les Paul Parkway (164 bypass) west to Genesee Rd. (W. St. Paul Ave). Include Chapman island & terrace between the river and bank driveway. Also the terrace on the North Side of Sunset and St. Paul, from St. Paul Avenue to the river (3 maps) \$	
13. Tenny Ave:	Islands from south of E. Sunset Dr. north to Roberta Ave. Including the Islands north of Roberta (2 maps)	
	\$	
14. E. Racine Ave:	Two islands located at the intersection of Les Paul Parkway and E Racine Avenue. One island on each side of the intersection. (1 map) \$	
15. E. Broadway:	Two islands located at the intersection of Les Paul Parkway and E Broadway Avenue. One island on each side of the intersection. (1 map)	
16. Ellis St. on Porter Ave:	Out lot behind 1203-1221 Ellis on Porter Ave. includes hill and triangle located at N Porter Ave and Hillside Dr (1 map	
	\$	
17. Delafield St:	Islands at Delafield and Northview Ave and Islands at Delafield and W. Moreland Blvd. (2 maps)	
	\$	
18. Paramount Dr & Nike Dr.	Islands at E Main St. and Paramount, Nike Drives (1 map)	
	¢	

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19. Moreland Ave:	From Whiterock Avenue west to W. St Paul Ave. Include islands at Motor Ave and Moreland Ave. (9 maps)	
	\$	
20. N. University Ave:	From Madison avenue north to Silvernail Dr. (4 maps)	
21. Kisdon Hill Court	\$ Kisidon Hill Dr and Kisdon Hill Court (1 map)	
	\$	
	Total Section "A" \$	
SECTION "B"- County Medians		
1. HWY.18 Manhattan-Wolf:	(Moreland Blvd. 1) Islands from Manhattan east to Wolf Rd. (1 map)	
2. St Paul Ave:	St Paul Ave From Harris -Highland to HWY 59 (3 maps)	
	\$	
3. Meadowbrook Rd:	From Madison Ave north to I-94 (6 maps)	
	\$	
4. Meadowbrook Rd Bike trail:	From Northview Road south to Summit Avenue. Mow from the curb edge or road edge to one mower width on the East side of the trail. (1 map) \$	
	Total Section "B \$	

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SECTION "C"- State Medians

1.	Les Paul Parkway at Blackhawk Trail:	Les Paul terrace from Blackhawk Trail. South to sidewalk running to the apartments (1 map)		
			\$	
2.	Les Paul parkway (HWY 59 bypass)	Intersection of Moreland and Wolf Road, South to Genesee rd. (11 ma	ps)	
3.	Wolf to I-94:	Islands from Wolf east to I-94 (1 map	\$ p)	
			\$	
	TOTAL PRICE OF SECTION	N "A + B + C": \$		

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QUOTATION SUBMITTAL FORM (Print/Type Information)

1.	NAME OF CONTRACTOR:				
2.	BUSINESS ADDRESS:				
3.	City:	Sta	ate:	Zip Cod	e:
4.	CONTACT PERSON:				
5.	PHONE NUMBER(S):				
6.	EMAIL:			_	
7.	AUTHORIZED SIGNATURE:			DATE	:
8.	TITLE:				
			202	23 Price	2024 Price
TO	TAL PRICE OF SECTION "A":		\$		\$
TO	TAL PRICE OF SECTION "B":		\$;	\$
TO	TAL PRICE OF SECTION "C":		\$		\$
TOTAI	PRICE OF SECTION "A + B	+ C	\$;	\$
Date R	eceived:	_(Office)			
	Ву:	_(Office)			

Phone: 262-524-3737