



**CITY OF WAUKESHA**

**Administration**

201 Delafield Street, Waukesha, WI 53188  
 Tel: 262.524.3701 fax: 262.524.3899  
 www.waukesha-wi.gov

<b>Common Council Item Number:</b> ID#19-0437	<b>Date:</b> April 4, 2019
<b>Submitted By:</b> Ron Grall, Director of Parks, Recreation & Forestry Keith Johnson, Grounds Maintenance Supervisor	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator <b>KL</b>
<b>Finance Department Review:</b> Rich Abbott, Finance Director RA	<b>City Attorney's Office Review:</b> Brian Running, City Attorney BR
<b>Subject:</b> Approval of the proposed 2019 Street/Highway Median Island Mowing and Trimming Services contract between Kujawa Enterprises Inc. (KEI) and the City of Waukesha.	

**Details:**  
 As part of the 2019 City Operating Budget process, the Common Council approved additional funding to expand contracted services related to street/highway median island mowing and trimming services within the City. Specific concern was expressed by the Common Council to include, within the project scope, all State/County highway medians within/adjacent to the City. Outsourcing (contracting out) was identified as the best viable option to meet the significantly expanded maintenance needs/responsibilities. The attached contract was developed and reviewed by the City Attorney's Office.

**Options & Alternatives:**  
 Significantly expanding median-Island care to the level proposed is not a viable option to provide "in-house" (additional staffing and equipment burden). Outsourcing is the best viable option placing the additional resource burden on the contractor and "frees-up" significant labor hours to repurpose to park maintenance (fundamental to department services).

**Financial Remarks:**  
 As part of the 2019 Operating Budget process additional funding was allocated by the Common Council to expand contracted services related to Street/Highway median care (Parks Maintenance Operating budget 5520.52190, Other Professional Services). Three (3) proposals were received with low price quote submitted by Kujawa Enterprises Inc. (KEI). The contract total sum amount is \$83,025.00.

**Executive Action:**  
 Recommend approval of the 2019 Street/Highway Median Island Mowing and Trimming Services contract between KEI and the City of Waukesha, and authorize the Mayor to enter into this contact.

