



# Waukesha Water Utility

SERVING WAUKESHA SINCE 1886

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## MEMORANDUM

DATE: January 8, 2019

TO: Dan Duchniak

FROM: Kelly Zylstra

RE: Approval for Extending the 2017-2018 Lawn Care Contract for a Third Year

Lawn care maintenance proposals for grass cutting, trimming, and debris control at 27 Utility sites were received in 2017. Bertoni Enterprises was the low bidder and was awarded the contract for a two-year period (2017-2018) at the February 2017 Commission meeting.

I received a request from Bertoni Enterprises to extend their contract for one additional year (2019) with a \$20 increase. This brings their cost per cutting to \$720, which is still below the other bid which was \$1,107 per cut. The Utility has been pleased with the performance of this contractor and we feel it is in the best interest of the Utility to approve this extension. Utility Procurement Policy 501.1, Sec. D (8) allows for a three-year agreement.

It is our recommendation to award this one-year contract extension to Bertoni Enterprises at a cost of \$720 per cutting, with 1 weed control application, and 3 Saylesville reservoir cuttings for a total cost of \$22,080.00. Account 6260 contains \$22,080 for these services.

**Recommended Motion:** Move to approve a one-Year Lawn Service Contract Extension to Bertoni Enterprises for a total cost of \$22,080.00.