

**Fiscal Comments  
Commission Meeting  
February 28, 2023  
Regular Meeting**

**Bids for Property Maintenance Services**

During the 2023 Annual Budget and CIP process, the City Commission approved \$50,000 for contract services to mow and maintain City owned properties such as rights-of-way, drainage ditches, and parcels obtained through County tax sales (perpetual lawn care). The City Commission also approved \$50,000 for Code Enforcement property maintenance.

The perpetual lawn care is divided into 5 clusters. The clusters are mowed on a bi-monthly basis, for a maximum of 14 mowings per cluster in 2023.

The RFP for mowing services was issued to known contractors and published in the Leavenworth Times, with bid proposals due on February 21, 2023. A total of 4 proposals were received as follows

**Perpetual Lawn Care:**

<b>Cluster</b>	<b>Contractor</b>	<b>Bid Per Mowing</b>	<b>Maximum 2023 Amount</b>
Cluster 1	Ground FX Lawn and Landscape	\$1,595.00	\$22,330.00
Cluster 2	Wilken's Lawn Care	\$950.00	\$13,300.00
Cluster 3	Mair's Lawn & Landscape, LLC	\$375.00	\$5,250.00
Cluster 4	Ground FX Lawn and Landscape	\$389.00	\$5,446.00
Cluster 5	Ground FX Lawn and Landscape	\$355.00	\$4,690.00
<b>Total</b>		<b>\$3,644.00</b>	<b>\$51,016.00</b>

**Code Enforcement Property Maintenance:**

Affordable Lawn Care at a cost of \$0.02 per square foot.

The contracts will be issued for a period of two years, with the option to renew for an additional two years.

Staff recommends acceptance of the proposals for mowing services from the low bid contractors as follows:

- Ground FX Lawn and Landscape for perpetual lawn care not to exceed \$32,466,
- Wilken's Lawn Care for perpetual lawn care not to exceed \$13,300,
- Mair's Lawn and Landscape for perpetual lawn care not to exceed \$5,250, and,
- Affordable Lawn Care for property maintenance at a cost of \$0.02 per square foot.

**Policy Report No. 23-10**

**Consider Approval of the Design Services Contract  
With George Butler & Associates, Inc. (GBA) for the  
Sanitary Sewer Flow Monitoring & Analysis Project**

During the 2023 Annual Budget and CIP process, the City Commission approved \$846,000 from the Sewer Fund for Sewer Line Rehabilitation. Annual Inflow and Infiltration (I&I) projects are included in this budget.

The 2010 Wastewater Master Plan update confirmed that the City should focus on the Three-Mile Creek Watershed in the northeast area of the City. In 2012, GBA performed a flow monitoring evaluation to identify locations in the wastewater system that needed repair or replacement. Since 2012, the City has completed several Sanitary Sewer I&I projects with the goal of reducing I&I. At this time, a re-evaluation is necessary in order to determine the impact of these projects.

The cost of the Sanitary Sewer Flow Monitoring Project will be funded by the Sewer Fund and is included in the \$846,000 budget for 2023 Sewer Line Rehabilitation. The project cost will not exceed \$86,098. This includes \$73,786 for the initial 90-day period. If an additional 30 days is needed to capture more rain events, the total cost would be \$86,096.

The City has been using GBA for professional services related to our Sanitary Sewer Projects for the past several years. They completed Flow Monitoring in 2012 and have significant experience with this type of work in Kansas.

Staff recommends approval of the design services contract with George Butler & Associates, Inc. for the Sanitary Sewer Flow Monitoring Project in an amount not to exceed \$86,096.