

MAYOR & COUNCIL AGENDA COVER SHEET

MEETING DATE:

October 5, 2009

CALL TO PODIUM:

Walter J. DeBord

RESPONSIBLE STAFF:

James D. Arnoult

AGENDA ITEM:

(please check one)

| | |
|-------------------------------------|------------------------------|
| <input type="checkbox"/> | Presentation |
| <input type="checkbox"/> | Proclamation/Certificate |
| <input type="checkbox"/> | Appointment |
| <input type="checkbox"/> | Public Hearing |
| <input type="checkbox"/> | Historic District |
| <input checked="" type="checkbox"/> | Consent Item |
| <input type="checkbox"/> | Ordinance |
| <input type="checkbox"/> | Resolution |
| <input type="checkbox"/> | Policy Discussion |
| <input type="checkbox"/> | Work Session Discussion Item |
| <input type="checkbox"/> | Other: |

PUBLIC HEARING HISTORY:

(Please complete this section if agenda item is a public hearing)

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|-------------------|--|
| Introduced | |
| Advertised | |
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| Hearing Date | |
| Record Held Open | |
| Policy Discussion | |

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| TITLE: |
| Resolution of the Mayor and City Council of Gaithersburg Authorizing the City Manager to Enter into a Contract to Provide Loose Leaf Pick Up |

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|--|-------------------|-------------------|---------------------|-------------------|---------------------------|-------------------|------------------------------|-------------------|--------------------|-------------------|
| SUPPORTING BACKGROUND: | | | | | | | | | | |
| <p>The City provides loose leaf pick up in the Fall to residents on their recycling day. In order to maintain this level of service, funding was approved in the 2010 Budget to supplement City crews with contract loose leaf removal. This contract will provide a loose leaf removal crew for approximately twenty (20) working days during the heaviest part of the leafing season.</p> <p>The bid requested an hourly rate for two (2) leaf collection trucks and drivers, one (1) leaf vacuum and three (3) leaf rakers.</p> <p>Public Works went out to bid on August 19, 2009 for Loose Leaf Collection. Bids were opened and tabulated on September 2, 2009</p> <p>The following bids were received:</p> <table style="margin-left: 40px;"> <tr><td>Greenlink, Inc.</td><td>\$160.00 per hour</td></tr> <tr><td>C&C Custom Lawncare</td><td>\$180.00 per hour</td></tr> <tr><td>Davey Grounds Maintenance</td><td>\$189.50 per hour</td></tr> <tr><td>Lapinski's Landscaping, Inc.</td><td>\$245.00 per hour</td></tr> <tr><td>Hughes Landscaping</td><td>\$249.00 per hour</td></tr> </table> <p>The low bidder, Greenlink, Inc., did not meet specifications on the Leaf Machine or Leaf Boxes. The next lowest bidder, C&C Custom Lawncare, did meet specifications. Public Works recommends awarding the contract to the lowest bidder meeting City specifications, C&C Custom Lawncare</p> | Greenlink, Inc. | \$160.00 per hour | C&C Custom Lawncare | \$180.00 per hour | Davey Grounds Maintenance | \$189.50 per hour | Lapinski's Landscaping, Inc. | \$245.00 per hour | Hughes Landscaping | \$249.00 per hour |
| Greenlink, Inc. | \$160.00 per hour | | | | | | | | | |
| C&C Custom Lawncare | \$180.00 per hour | | | | | | | | | |
| Davey Grounds Maintenance | \$189.50 per hour | | | | | | | | | |
| Lapinski's Landscaping, Inc. | \$245.00 per hour | | | | | | | | | |
| Hughes Landscaping | \$249.00 per hour | | | | | | | | | |

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| DESIRED OUTCOME: |
| Vote on Resolution |

Resolution Request Form

REQUEST FORM FOR RESOLUTIONS PERTAINING TO EXPENDITURES FROM THE CITY BUDGET (CONTRACTS/PURCHASES, TRANSFER FUNDS)

(Please attach the Mayor and Council Agenda Cover Sheet to this Form. For contracts/purchases, the Cover Sheet MUST include a list of all bidders and bid amounts.)

Requested by: James D. Arnout Date of City Council Meeting: October 5, 2009
Director, PW, PM & E

AUTHORIZING

Purchase Award Contract Transfer Funds Negotiate/
Execute a Contract

BID INFORMATION:

Advertisement Date August 19, 2009
Newspaper(s) Gaithersburg Gazette
Bids Opened/Tabulated (date) Bids were opened and tabulated on September 2, 2009

DESCRIPTION OF ITEM(S):

(Be specific; include quantity, item name, model number, etc.)

Provide two (2) trucks with 21 cubic yard boxes, one (1) industrial leaf vacuum, two (2) drivers and three (3) laborers to pick up loose leaves in the City.

CONTRACTED/PURCHASE FROM:

Company Name: C & C Custom LawnCare, Inc.

Street Address:

P. O. Box Number P.O. Box 510

City/State/Zip: Mount Airy, MD 21771

CONTRACT/PURCHASE AMOUNT: \$40,000.00

Check One: In the Amount of Not to Exceed

FUNDS TO BE EXPENDED FROM: Operating Budget Capital Improvements Budget

Account Number: 1344-536400

(For Finance Department use only; not to be included in the Resolution)

VERIFICATION OF AVAILABILITY OF FUNDS

Available Not available

[Signature] 9/29/09

Finance Dept.

Date

RESOLUTION NO. _____

RESOLUTION OF THE MAYOR AND CITY COUNCIL
AUTHORIZING THE CITY MANAGER TO ENTER INTO
A CONTRACT TO PROVIDE LOOSE LEAF PICK-UP

WHEREAS, an invitation to bid was duly advertised in the August 19, 2009, issue of the Gaithersburg Gazette, and sealed bids were opened and tabulated on September 2, 2009; and

WHEREAS, the Mayor and Council have determined to award a contract to the lowest bidder meeting City specifications:

NOW, THEREFORE, BE IT RESOLVED by the Mayor and City Council of Gaithersburg, that the City Manager be and is hereby authorized to enter into a contract for Loose Leaf Pick-Up with C&C Custom Lawncare, P.O. Box 510, Mount Airy, Maryland 21771, in an amount not to exceed Forty Thousand Dollars (\$40,000); said funds to be expended from the Operating Budget.

ADOPTED by the Mayor and City Council this 5th day of October 2009.

SIDNEY A. KATZ, MAYOR and
President of the Council

THIS IS TO CERTIFY that the foregoing
Resolution was adopted by the City Council
in public meeting assembled on the 5th day
of October 2009.

Angel Jones, City Manager