

CITY OF WASHINGTON

PLANNING & DEVELOPMENT DEPARTMENT

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MEMORANDUM

TO: Mayor Manier and City Council
FROM: Jon R. Oliphant, AICP, Planning & Development Director
SUBJECT: Consent Agenda – Square/Entrance Signs Watering/Maintenance Authorization
DATE: April 26, 2017

Staff solicited bids from four local landscaping companies for our annual maintenance of the square planters/parking lot landscaping and the four community entrance signs that have landscaping. Oak Grove Landscaping, SA Moreland, and Gendron's Landscaping either indicated that they could not do the work or did not respond to requests for a submittal. The contractors were asked to give separate costs for work around the square and the entrance signs. The only bid received is as follows:

Fletcher Landscapes:

Square/NE Square Parking Lot Watering: \$3,942
Square/NE Square Parking Lot Maintenance: \$1,840
Signs Watering: \$3,240
Signs Maintenance: \$2,824

The contractors were asked to provide bids for the watering of the square landscaping based on an average of three days a week (depending on the precipitation for that week) for 22 weeks through October. The watering of the signs would be an average of two days a week, though Fletcher Landscapes has indicated that it would water those an average of three days per week. The maintenance of the square and signs would include weeding, trimming, and deadheading three times throughout the year and mulch would be applied to the sign beds in the spring. Fletcher Landscapes has indicated that it would provide maintenance for the square five times throughout the year. The total cost for the watering and maintenance is the same as for FY 16-17.

Staff seeks authorization to enter into an agreement with Fletcher Landscapes for the watering and maintenance of the square and entrance signs in the amounts indicated above. Fletcher Landscapes has done this work previously for the City and staff is comfortable with the quality of work completed. This is scheduled for approval on the consent agenda at the City Council meeting on May 1.