



CITY COMMISSION STAFF REPORT

DEPARTMENT: Public Works

SUBJECT: Motion to authorize execution of Agreement ITB 2023-1-PW with Allstate Resource Management, Inc. for Retention Pond Maintenance.

– **Public Works**

CITY MANAGER RECOMMENDATION:

The City Manager recommends the Commission approve the execution of Agreement with Allstate Resource Management, Inc. to provide monthly maintenance to the City's retention ponds.

BACKGROUND OF ITEM:

The City issued an invitation to bid for the monthly maintenance of the City's wetland and retention ponds. Aquatic management services per the scope of the contract is required to maintain weed control and preserve compliance. The City has seven (7) locations that are to be serviced monthly.

ANALYSIS:

The City issued Invitation to Bid (ITB) 2023-1-PW for Retention Pond Maintenance. Four bids were received. The lowest bidder was Allstate Resource Management, Inc. Due diligence was performed and staff recommends award to Allstate Resource Management, Inc for the monthly maintenance to the City's wetland and retention ponds per scope of contract. This contract has an initial three (3) year term with two (2) additional one year terms subject to written consent and agreement.

STRATEGIC PLAN:

Continued maintenance of the City's wetland and retention ponds will prevent the ponds from being taken over from invasive and exotic species of plant materials.

FISCAL IMPACT:

City Commission approved expenditures for FY23 in the budget for wetland and retention pond maintenance within the Public Works and Utilities departments. Annual expenditures for the pond maintenance is \$15,540, with Public Works budgeting \$8,940 and Utilities budgeting \$6,600.

<u>General Ledger Acct. Number</u>	<u>Original Budget</u>	<u>Expenditures (to-date)</u>	<u>Current Requested Amount</u>	<u>Remaining Budget after this request</u>
001-314-534311-572 Parks/ wetland maint	\$11,000	\$3,530	\$4,470 (year remaining)	\$3,000
450-950-531290-536			\$2,400 (year remaining)	
440-315-531290-538			\$4,200 (year remaining)	

ATTACHMENTS:

1. Signed Contract
2. Tabulation
3. Vendor Compliance
4. Locations/Pricing

Workflow History 			
User	Task	Action	Date/Time
Deland, Dawn	NEW ITEM: Not Yet Routed	Forward to Public Wo...	04/14/23 11:42 AM
Allen, Tedra	Assigned to Public Works Dire...	Forward to City Attor...	04/14/23 11:43 AM
Horowitz, Jacob	Assigned to Attorney	COMPLETE: Forwar...	04/14/23 02:40 PM
<i>Please ensure that the term (Sec. 3.1) is input in the agreement.</i>			
Napoli, Joseph	Assigned to City Manager	COMPLETE: Forwar...	04/14/23 02:43 PM
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: En...	04/14/23 03:42 PM
Allen, Tedra	END WORKFLOW - APPROV...		04/14/23 04:08 PM