



AGENDA ITEM SUMMARY FORM

MEETING DATE: 12/9/24

PREPARED BY: Giles Tucker, CED Director

AGENDA ITEM CONTENT: CDBG Yard Service- 2024 Lawn Service Contract Amendment

AGENDA ITEM SECTION: Consent Agenda

BUDGETED AMOUNT:

FUNDS REQUESTED: \$1,464

FUND:

EXECUTIVE SUMMARY:

On March 11, 2024, City Council approved the CDBG Lawn Service contract for the 2024 season, awarding the contract to Capital Landscape at a unit price of \$23.00 per lot. Staff asked for a contract limit not to exceed \$35,589. This contract amount was to cover the costs of 55 residences at 28 weeks at \$23.00. However, as the contract was written, service was provided for 29 weeks. Further, while there were months of service under 55 residences, for much of the season 56 residences were cut. Both deviations from were the result of human error on my part. This has resulted in a total cost of service of \$37,053, a total of \$1,464 over the City Council approved limit approved in March 2024. There are ample remaining Yard Services funds to cover this overage and still fund the recently approved Snow Removal contract and next Lawn Service contract for 2025.

RECOMMENDATION:

Staff requests that City Council amend the contract to Capital Landscape for the CDBG 2024 Lawn Service from \$35,589 to \$37,053.