



# Memorandum

**Date:** June 26, 2019  
**To:** Diane Palmer-Boeck, Director of Procurement & Project Management  
**From:** Douglas Green, Park Services Superintendent  
**Subject:** Award Recommendation: 2019-0286-C Athletic Sites Litter Removal

It is the recommendation of the Parks and Recreation Department to award 2019-0286-C to Lawn Star Landscape in the estimated annual amount of \$126,500.00. This agreement consists of an initial term ending January 21, 2020 with three, one-year city optional renewals for a potential four (4) year contract. This contract is necessary to routinely collect and remove park user-generated litter, as well as non-specific occurring site and receptacle litter, from 400 acres of athletic sites citywide on a year-round basis.

Lawn Star Landscape was found to offer the best value to the City based on the following criteria:

Company Profile	20%
Services Offered	20%
Added Value	20%
Cost	40%

Failure to award this contract would result in a considerable increase and accumulation of litter and debris at athletic sites citywide. This would lead to an immediate overall decline in appearance of park properties as well as result in a significant increase in the amount of litter that would enter the city's storm water system.

MD/DG

Cc: Robin Reeves  
Ron Smith  
Michael Darr  
Purchasing Dept.  
Budget Dept.