

TOWNSHIP OF LOWER MERION
Department of Parks & Recreation

MEMORANDUM

TO: Eric Traub, Chief Financial Officer

FROM: Donna L. Heller, Director, Parks & Recreation

SUBJECT: Township Properties, Turf and Grounds Maintenance
Bid Review / Award Recommendation
Contract No. 126-18-01

DATE: February 23, 2018

I have reviewed the bid submitted by the low bidder for the above referenced maintenance contract and recommend the contract be awarded to Jimmy's Tree & Landscape Contractor, LLC for a total amount of \$38,626, contingent upon the remainder of the contract requirements being in order. Funds are available through the Parks and Recreation, General Fund within the Contracted Services category. The bid is \$1,549 less than the winning bid of \$40,175 last year.

Relevant Background Information:

The bid includes the weekly maintenance of 38 sites including traffic islands, road side planting areas, the Township Administration & Public Safety Building, Libraries – excluding Gladwyne which remains privately maintained as well as retention basins (Remington & Knox Road) which have fallen under the care of the Parks and Recreation Department.

The 3 bids received ranged from \$38,471 to \$171,230. The contractual costs continue to be below the budgeted amount of a first-year Parks Maintainer 1 position (\$60,485). This contract has increased the cycle in which these sites receive maintenance and has allowed our departmental staff to focus on more critical parks maintenance issues. The contractor's quality of work is supervised and evaluated in real time.

Attached are the sites included in the base bid of the Contract (\$38,471). We also are recommending an add alternate with a price of \$35.00 per 4,000 sq. ft. per visit for any islands or sites currently maintained by volunteers in case the volunteers cease their commitment to the site(s). Finally, we are not recommending the add alternate for Warner Avenue due to the costs.

cc: Ernie B. McNeely, Township Manager
Robert E. Duncan, Assistant Township Manager

	Site Name	Description
1.	Centennial & Mary Watersford Roads	Traffic Island Grass and Tree 500 Sq. Ft.
2.	Mary Watersford & Flat Rock Roads	Road Side Grass area 4200 Sq. Ft.
3.	Colwyn & Rhyle Lanes	Traffic Island Grass, Tree and sidewalk 1978 Sq. Ft.
4.	Leland & Fordham Roads	Road Side Grass Hill and steps 2262 Sq. Ft.
5.	Harvard & Cornell Roads	Road Side Shrubs/hedge and Grass 2850 Sq. Ft.
6.	Marshall Way Walkway Between School St & Springfield Ave.	Between Residences Steps, Walkway - hedge, Ivy and Grass 4500 Sq. Ft.
7.	Jefferson St. Walkway	Road Side Grass and sidewalk 4800 Sq. Ft.
8.	Bryn Mawr & S. Woodbine Avenues	Road Side Grass & Natural Area 4025 Sq. Ft.
9.	Dartmouth, Fordham & Vassar	Traffic Island Plantings, Tree & Grass 1290 Sq. Ft.
10.	Bala Cynwyd Library	Lawn, Planting Beds, Trees & Shrubs, Sidewalks & Parking Lots
11.	Mary Watersford at Conshohocken State Road	Lawn & Trees 12688 Sq. Ft.
12.	Belmont Hills Library	Lawn, Planting Beds, Trees & Shrubs, Sidewalks & Parking Lots
13.	Wynnewood & Clothier Roads	Traffic Island Grass 2590 Sq. Ft.
14.	Old West Wynnewood & West Wynnewood Roads	Traffic Island Grass and Trees 4000 Sq. Ft.
15.	Knox & Grenox Roads	Traffic Island Trees & Grass 210 Sq. Ft.
16.	Warick Road & Roslyn Lane	Traffic Island Trees & Grass 840 Sq. Ft.
17.	Andover & Allendale Roads	Traffic Island Trees, Plantings & Grass 2108 Sq. Ft.
18.	Foxglove Ln. & Lancaster Ave	Traffic Island Tree & Grass 7200 Sq. Ft.
19.	Township Administration & Police Building Complex	Lawn, Islands, Planting Beds, Trees & Shrubs, Sidewalks & Parking Lots
20.	Ardmore Library	Lawn, Planting Beds, Trees & Shrubs, Sidewalks & Parking Lots
21.	Sheldon Lane	Lawn, Planting Beds, Trees & Shrubs, Sidewalks 3184 Sq. Ft.
22.	PALM Center	Lawn, Planting Beds, Trees & Shrubs, Sidewalks & Parking Lots 2280 Sq. Ft.

	Site Name	Description
23.	County Line Complex	Lawn, Planting Beds, Trees & Shrubs, Sidewalks & Parking Lots 5175 Sq. Ft.
24.	Penn Wynne Library	Lawn, Planting Beds, Trees & Shrubs, Sidewalks & Parking Lots
25.	Remington Road Basin	Retention Basin Perimeter Grass
26.	Knox Road Basin	Retention Basin Grass
27.	Booth Lane & Old Lancaster Road	Road Side Grass, Hill with Plants and sidewalk along train tracks 2,100 Sq. Ft.
28.	Youngsford Road & Dove Lake	Road Side Grass & Natural Area 10184 Sq. Ft.
29.	Riverview Road	Traffic Island Trees & Grass 1452 Sq. Ft.
30.	Limerlost Lane	Traffic Island Trees & Grass 400 Sq. Ft.
31.	Rock Creek & Mt. Pleasant Roads	Traffic Island Trees, & Grass 5600 Sq. Ft.
32.	Lafayette & Mt. Pleasant Roads	Traffic Island Bed & Grass 400 Sq. Ft.
33.	Conshohocken State & Springmill Roads	Traffic Island Trees & Grass 6901 Sq. Ft.
34.	Conshohocken State & Lafayette Roads	Road Side Grass & Natural Area 9525 Sq. Ft.
35.	Montgomery & Ithan Avenues	Road Side Trees & Grass 19133 Sq. Ft.
36.	Ludington Library, Bryn Mawr/Lancaster Island & Bryn Mawr Common	Lawn, Planting Beds, Trees & Shrubs, Sidewalks & Parking Lots
37.	Sharpe Bird Sanctuary	Lawn, Planting Beds, Trees & Shrubs, Sidewalks 21780 Sq. Ft.
38.	2 Merion Road	Lawn, Planting Beds, Trees & Shrubs, Sidewalks 21780 Sq. Ft.