



# City Council Report

**Date:** July 8, 2019  
**To:** City Council  
**Through:** Michael Kennington, Chief Financial Officer  
**From:** Edward Quedens, Business Services Director  
Matt Bauer, Procurement Administrator  
**Subject:** One-Year Renewal with a One-Year Renewal Option to the Term Contract for Perennial Ryegrass Seed for the Parks, Recreation and Community Facilities Department **(Citywide)**

## Recommendation

Council is requested to approve the contract renewal as recommended.

The Parks, Recreation and Community Facilities Department and Purchasing recommend authorizing the renewal with Wilbur Ellis Company at \$38,556 annually, with an annual increase allowance of up to 5% or the adjusted Consumer Price Index.

## Background / Discussion

This contract provides for the annual purchase of grass seed per specifications for the application and growth of grass over the winter months at Fitch Park, Gene Autry Park, Eastmark Great Park, Red Mountain Park, Hohokam Park, Cemetery, and Riverview Park. Not over-seeding these sites in the fall is not recommended as the sites targeted for winter grass are highly visible and heavily used for recreation in the winter months and may also degrade the dormant Bermuda grass due to high usage rates during recreational activities.

With the change of the Dobson Golf Course operation the City will no longer need to purchase line items 1. Poa Trivialis Seed, and 2. Perennial Ryegrass Seed. Even with the reduction of more than \$60,000, Wilbur Ellis Company is willing to renew the remaining line item 3. Parks Seeds with no price increase. The City has been satisfied with the vendor's performance. This contract continues to be advantageous to the City and it is in the City's best interest to renew the contract.

## Purchase Information

Action: Renewal (1<sup>st</sup> of 2 possible)  
Procurement Type: Request for Bids – Reverse Auction  
Contract Number: 2016202  
Responses Received: 3 (1 Non-Responsive)  
Original Council Award Date: 7/5/2016  
Initial Contract Term: Three years  
Possible Renewals: One-year renewal subject to Administrative review and approval  
Funding Source: Parks, Recreation and Community Facilities Department operating budget