



Community Development Authority

City of Racine

AGENDA BRIEFING MEMORANDUM

AGENDA DATE: November 06, 2024

PREPARED BY: Veronica Seymour, Contracts and Grants Coordinator

SUBJECT: Resolution 24-31 authorizing the acceptance of the renewal contract for lawn mowing and snow removal services for properties owned by the City of Racine and its Community Development Authority.

SUBJECT: City Staff seeks permission to accept the renewal contract with D’s Professional Lawn Care company, for commercial properties for snow removal services for CDA/City-owned properties. The contract for services would be for one year, beginning in November 2024, with the option to four (4)-year renewal.

BACKGROUND & ANALYSIS: On January 9, 2024, the City of Racine, on behalf of the CDA, entered into an agreement with D’s Professional Lawn Care for mowing and snow removal services for CDA-managed properties. The contract has an option to be renewed for four (4) additional one (1) year periods providing both parties agree to the extension under the condition and specification remain the same.

Residential Properties

**D's
Professional
Lawn Care**

| NOV | DEC | JAN | FEB | MAR |
|---------|----------|----------|----------|----------|
| \$4,920 | \$25,195 | \$34,835 | \$29,095 | \$20,125 |

\$114,170

Commercial Properties

**D's
Professional
Lawn Care**

| NOV | DEC | JAN | FEB | MAR |
|---------|---------|----------|----------|---------|
| \$1,800 | \$9,310 | \$13,945 | \$11,650 | \$5,410 |

\$42,115

The total cost for the Snow Removal Contract presented reflects the expenses for the winter season, covering snow removal and de-icing services from December to March for 71 properties managed by the CDA. While majority of these properties are owned by the CDA, the contract also encompasses certain properties owned by the City of Racine and maintained by the Department of City Development. Furthermore, this contract allows for the addition of properties, suspension of services, and the permanent removal of properties from the agreement's scope of services.

RECOMMENDED ACTION:

Staff recommends that the CDA authorize the renewal of the snow removal services contract with D’s Professional Lawn Care Company. Additionally, we propose that the Executive Director, or their designee(s), be authorized to execute the contract on behalf of the CDA for the services outlined therein.

BUDGETARY IMPACT:

This is the contract for maintenance of the CDA-owned/City-owned properties for snow removal, and de-icing. Funding for this item is available through accounts established for the individual properties.