

**To the Mayor and Members of the City Council****March 3, 2020**

Page 1 of 2

SUBJECT: MOWING CONTRACTS 2020

The purpose of this Informal Report is to provide an update on mowing service improvements for the 2020 mowing season, some of which will be addressed with contracts being recommended for award on the March 17, 2020, City Council agenda.

During the 2019 mowing season, ideal grass growing weather conditions, combined with a number of contractor defaults, resulted in a high number of delayed mowings. In an effort to improve mowing services citywide, the FY2020 budget appropriated an additional \$1,000,000 to increase contractor mowing frequencies in specific areas and for interim mowing services (by contract or park staff) to address potential defaults or to take on new areas added to the inventory. The budget plan allocates the use of these funds as follows: increased frequency of rights-of-way mowing for \$550,000, hot spot contract mowing for \$300,000 and hot spot staff mowing overtime for \$110,000. The remaining \$40,000 balance has been set aside for contingency expenses, i.e., equipment repair or lease, new properties, etc. As a result, the following mowing program improvements will occur:

- Increase rights-of-way (ROW) mowing frequency to a 14 day cycle from the previous 28 day cycle including aligning the start of mowing services of ROWs at the same time as traffic dividers. This improvement will increase the number of ROW mowing cycles from 9 to 20 cycles annually.
- Alignment of select ROWs with adjacent traffic dividers so both the ROW and traffic dividers are mowed at the same time, by the same contractor.
- Implementation of "Hot Spot" mowing services, primarily by contract, whereby contractors (or in some instances, staff) are deployed to address contractor defaults and take on new service areas.

These changes required that bids be issued for additional mowing contracts. On an annual basis, bids are re-let due to either an expiring contract or contractors not renewing or defaulting. In FY2019, six of 14, or 43%, of the mowing contractors either failed to perform or opted not to renew contracts.

As noted above, the FY2020 recommended bid awards for mowing services are scheduled for the March 17, 2020 Council agenda. Total funding allocated in FY2020 for contract mowing, including the service improvements summarized above, is \$3,072,366.

In the interim, hot spot mowing contractors and park staff are maintaining areas as needed. The following areas went out for bid in January 2020:

- Rights-of-way: Southwest and Northeast Regions
- Traffic dividers: West and South Districts
- Other areas: corner clips (traffic intersections), select city facilities and parks

Due to the mild winter, which has resulted in an exceptionally short dormancy period for grass and weeds, the 2020 mowing season began in early January, requiring park staff and hot spot mowers to begin mowing activities much earlier than in normal years.



To the Mayor and Members of the City Council

March 3, 2020

Page 2 of 2

SUBJECT: MOWING CONTRACTS 2020

In an effort to minimize and address complaints in a timely manner, additional changes made within the mowing program include:

- Conducted “Let’s Mow” forum vendor meeting with 38 contractors attending, resulting in eight companies submitting bids; three of which are being recommended for bid award
- Conducted a post-2019 mowing season survey of mowing contractors
- Nearing completion of recruitment process for an additional inspector to verify work completed
- Creating a GIS layer of mowing properties inventory
- Updated all maps which will be used in assignment of inventory
- Conducted analysis of MyFW trend report that tracks data on complaints received, worked and resolved
- Conducted training and refresher training for mowing contractors on the CRM app which is used to issue work orders and document work completed

Reporting mowing concerns:

To better capture data including the volume and nature of complaints and validate the effectiveness of contractors, park staff is working closely with the CRM team to document all calls and complaints.

To report high grass and weeds or for additional information, individuals are asked to use the MyFW app or email 1234@FortWorthTexas.Gov or call: 817-392-1234.

Current inventory and frequency:

CATEGORY	# UNITS	FREQUENCY	RESPONSIBLE TO MAINTAIN
Parks	291	14/21 days	Contract and park staff
Traffic dividers	275	14 days	Contract
Rights-of-way	501	14 days	Contract
Corner clips	149	14 days	Contract
City facilities	44	14 days	Contract and park staff
Round-Abouts	23	14 days	Contract

For questions regarding this information, please contact Richard Zavala, Director, Park & Recreation Department, at 817-392-5704.

David Cooke
City Manager