



# Memo

To: Board of Directors  
From: Tucker Omohundro, Board Director to Common Property, Forest & Wildlife Committee  
Date: April 20, 2022  
Re: Motion – Authorize Contract for Mowing of Residential Roadway Rights-of-Way

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## Motion

I move to authorize the General Manager to execute a small project agreement and any project change orders that increase/decrease project price and time with Tim Cosby, in accordance with POA purchasing policies, for the Mowing of Residential Roadway Rights-of-Way, not to exceed the amount of **\$90,000.00** (\$150.00 per mile) for the first year of a three-year renewable contract.

## Background

This is the first year of a 3-year renewable contract. All designated routes will be mowed within two (2) stages of approximately 300 roadway centerline miles per stage for a total of 600 centerline miles of roadway. This agreement includes a provision that the rate would increase annually by the CPI index. The specifications stipulate the use of a rotary or flail mower. The contractor shall achieve substantial completion no later than November 1, 2022.

The contract mowing work is included in the approved 2022 Public Works operational budget for Maintenance of Land and Streets (70511-800-PW80).

**Total Budget Available (70511-800-PW80): \$110,000 out of the Total \$237,000 budget**



**BOARD AGENDA FACT SHEET**  
**AUTHORIZATION FOR MAJOR EXPENDITURES**

**PROJECT NAME:** Mowing of Residential Roadway Rights-of-Way  
**DEPARTMENT:** Public Works - PU80      **REQUESTED BOARD DATE:** 4/20/2022

**REQUESTED ACTION**

Board Approval	<input checked="" type="checkbox"/>	Discussion/ Presentation	<input type="checkbox"/>	Other (Specify	<input type="text"/>
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**PROJECT/CAPITAL SUMMARY**

Residential mowing of Hot Springs Village rights-of-way at a cost of \$150 per miles for approximately 300 miles of roadway at a substantial completion date of November 1, 2022.

**JUSTIFICATION**

Mowing residential road rights-of-way is an essential part of maintaining road safety along public roadways.

**BID INFORMATION**

<i>BID (recommended bid in bold)</i>	Base Price	Freight	Sales Tax	Grand Total
<b>Cosby Tree Service</b>	83,333.33		6,666.67	90,000.00
Marvin Dunn	115,272.22		9,221.78	124,494.00
Sandy King			No Bid	

**BUDGET DETAILS**

ITEM	COST	BUDGETED	UNBUDGETED	NOTES
90667-22 PW 80 Mowing of Roadways	\$ 90,000	\$ 80,000	\$ 10,000	Total budgeted in department 110,000.00
	\$ 90,000	\$ 80,000	\$ 10,000	\$ -

**NOTES**

**Responsible Director**      Jason Temple  
**Project Manager**          Chris Boutzale





895 DeSoto Blvd Hot Springs Village, AR 71909

STEP 1

REQUEST FOR QUOTE

Todd Noles  
501-984 - 3800

90667-22

Supplier: Tim Cosby

Attn: Tim Cosby

Email:

Bid Due: March 8, 2022

Dept.: PW 80

Hot Springs Village Property Owner's association is seeking quotations for the following proposal.

Contractors are required to submit itemized bids by scope of work; labor, materials, clean up, transportation etc.

optional. Contractors are also required to provide proof of \$1,000,000 in active liability coverage along with proof of in effect Workman's Compensation coverage or a certificate of Non-Coverage with bid submission and a completed W-9.

Bids must be submitted in writing to the email state above, by mail to the address stated above, by fax to (501) 922-4928 or delivered to the POA office addressed to Misty Vogt.

Scope of Work:

Deviation from specifications must be clearly stated on bid.

\*\*See Attached\*\*

\$ 150.00 per mile

Tim Cosby

3-8-2022

**HOT SPRINGS VILLAGE PUBLIC WORKS DEPARTMENT**  
**Common Property/ Forestry division**

**Mowing of Roadway Rights-of-Way**  
**Specifications**

**Term of Contract:**

Contract will be for a total of three years (a one-year contract with two one-year renewals).

**Roadways to be Mowed:**

Secondary and neighborhood roadways only, in Hot Springs Village, AR.

Primary routes will be mowed by Public Works Common Property/Forestry division.

**Mowing Quantities:**

All designated routes will be mowed within two (2) stages of approximately 300 roadway centerline miles each:

- Mowing shall begin no later than May 16<sup>th</sup> and shall be completed on or before November 1<sup>st</sup>. This will include two stages of mowing as a first mow and then a repeat mow.
- Mowing stages will be completed within an eight-week period following a 10-day advanced notification by the Public Works Director.
- Mowing widths shall be a minimum of fifteen (15) feet wide from the nearest edge of asphalt surface (roadway or shoulder) on each side of roadway. Widths may be reduced to accommodate certain areas such as tree lines or other non-mowable areas.
- Roadway segments with gravel shoulders and ditches will not be included in total miles for payment.
- Payment will be based on number of centerline miles actually mowed in accordance with these specifications.

**Mowers:**

Flail mowers or rotary mowers may be used. Contractor shall furnish all equipment, labor, and incidentals necessary to complete mowing project.

**Mowing of Obstructions:**

Contractor shall use weed eaters to clear around signposts, culverts, and railings within mowing width. Contractor will be responsible for any damage caused by mowing or weeding.

**Insurance Requirements:**

Contractor is required to provide proof of and maintain Worker's Compensation and Liability Insurance throughout the entire length of contract. If, at any time, HSV Public Works is advised that contractor's insurance has lapsed or been canceled, a stop work order will be issued and the contract will be subject to cancellation.