

## MEMORANDUM

TO: City Council

FROM: Alfred D. Lott, ICMA-CM, CPM  
City Manager

SUBJECT: *Status Report*

DATE: June 7, 2018

### *Status Report*

1. Parks and Grounds Division, FY19 Vehicle Acquisition

The FY19 Budget allocates \$27,000 for the purchase of a truck to be used by the Department of Community Services Parks and Grounds division. Using Montgomery County contract #1065340, with Criswell Performance Cars, LLC. dba Criswell Chrysler Jeep Dodge, a 2018 Dodge Ram 1500 pick-up truck can be acquired for \$23,832.

As provided by Section 62 of the City Charter, this will serve as the required seven-day notice of intent to issue a purchase order to Criswell Performance Cars, LLC. dba Criswell Chrysler Jeep Dodge, for a total amount of \$23,832. The City will not accept delivery of the vehicle prior to July 1, 2017.

2. Parks and Grounds Division, FY19 Contract Street Tree Trimming & Removal

The adopted FY19 budget allocates \$50,000 for contract tree trimming within City rights-of-way. Using an FY18 Prince George's County Tree Trimming and Removal Service contract #4400001832 (renewed for FY19 as bid S16-077A.) with Lewis Tree Service, Inc. such services can be provided to the City.

As provided by Section 62 of the City Charter, this will serve as the required seven (7) day notice of intent to issue a purchase order to Lewis Tree Service, Inc. for a total amount of \$50,000 for these services. Services will not begin prior to July 1, 2018.

3. Paper Shredding & Styrofoam Recycling Event

The Public Works Department has scheduled a paper shredding and styrofoam recycling event at the Bowie High School parking lot on Saturday, June 23, 2018 from 8am-2pm. Residents can bring up to five tall kitchen bags or five archive

boxes for shredding. Documents may be observed while they are being shredded. Styrofoam must be free of any debris (glue or tape).

This event is always received well from the residents. Our last event was held on June 24, 2017 and we collected over 12 tons of paper for shredding and recycling and .07 ton of styrofoam for recycling.

ADL/lfr