



## Legislation Text

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**File #:** HCC-306-FY24, **Version:** 1

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Submitted by: Hal Metzler  
Submitting Department: Public Works  
Agenda Section: Consent

**Item Title:**

**PLMS Contract Change Order and Maintenance of MD 500 and MD 410**

**Suggested Action:**

I move the Mayor and Council authorize the City Administrator to execute a change order to the existing alley maintenance contract with Professional Lawn Maintenance Services (PLMS) to increase the not to exceed value of the contract to \$350,000 and extend the end date of the contract to June 30, 2027. Additionally, an expenditure not to exceed \$28,000 is authorized to be funded from the operating budget from the Department of Public Works for the Maintenance of MD500 and MD410 per the MOU approved by Council in April 2024. The Treasurer is authorized to make the budget amendments necessary to encumber the funds authorized.

**Summary Background:**

PLMS was selected to provide alley right of way (ROW) maintenance after a request for proposal (RFP) was solicited in early 2021 and the current contract was approved by Council in March 2021. In April 2024 the Council authorized an MOU between the City and Maryland Department of Transportation - State Highway Administration (SHA) for the maintenance of the medians of MD500 (Queen's Chapel Road) and MD410 (East-West Highway) for 3 years. PLMS will be performing this work under their current ROW maintenance contract. The change order is needed to ensure that PLMS can complete the terms of the MOU, otherwise the City would have to solicit a new RFP in the middle of the MOU term which could cause delays in the maintenance or change in the quality of the maintenance potentially putting the City in breach of the MOU. A new ROW maintenance contract would be solicited at the same time the renewal of the MOU with SHA would be negotiated.

**Next Steps:**

Issue Change order and purchase order to begin additional work.

**Fiscal Impact:**

NTE \$28,000

**City Administrator Comments:**

Recommend support.

**Community Engagement:**

Maintenance of the medians of MD500 and MD410 was a frequent concern and complaint from residents. The City through PLMS maintaining the medians should reduce or eliminated community concerns.

**Strategic Goals:**

Goal 3 - Promote a Safe and Vibrant Community

**Legal Review Required?**

N/A