



OFFICE OF EXECUTIVE VICE PRESIDENT AND TREASURER

August 24, 2011

Ms. Lucy Dolman
Director of Parks & Recreation
City of Tulsa
175 E 2nd Street
Tulsa, OK 74103

Dear Ms. Dolman,

The University of Tulsa (TU) has a long history of partnering with the Kendall-Whittier neighborhood to support positive change in the area. As a resident of Kendall-Whittier, TU has always taken responsibility to be strongly involved in the continued revitalization of our historic neighborhood.

As a result, after the renovation of Kendall-Whittier Park is complete, TU commits to provide the maintenance of the park for an initial five (5) year term. TU will maintain the park to the same standard as is provided on TU's campus. Attached is a summary of the scope of work.

We are very excited about this service opportunity, and look forward to partnering with the City of Tulsa Parks Department. Please let us know if you have any questions or comments.

Sincerely,

Kevan Buck
Executive Vice President



24 February 2011

Mr. John L. Wood, CFM
Associate Director of Physical Plant
The University of Tulsa
800 South Tucker Dr
Tulsa, OK 74104-3189

Dear Mr. Wood,

I sincerely appreciate the opportunity to continue our partnership with the University.

Per recent discussions the following is our proposal for the upkeep and grounds maintenance of Kendall Whittier Park once it comes online.

Total for Chemical/Material	= \$13,877.00
Fuel Cost	= 995.25
Total Monthly FTE cost for the above service is \$3,895.07 x 12 mos.	= \$46,740.84
Total Equipment cost	= \$11,990.00
Total Annual Cost	= \$77,603.09
Monthly Cost	= \$ 6,133.60

WFF and I truly value our day to day partnership and working relationship. I remain at your disposal if I may provide any additional clarification.

Sincerely,

Todd Larson
Vice President of Operations

University of Tulsa
Worksheet
Kendall Whitter Park

- 12.2 acres or 534,000 Sq Ft

- **Sport Fields** 124,650 Sq Ft
 - Aps and field/grounds controls
 - Fert Aps
 - Weed Control
 - Pre em
 - Round Up
 - Tree Fert
 - Insec for Trees
 - Tree rings/Mulch (900 bags) \$10,115.00
 - Turf Fert 3 x yr common areas 427,000 Sq Ft \$3,762.00

 - Total for Chemical/Material **\$13,877.00**

- **Labor – per week**
 - Mowing
 - Trimming
 - Tree rings
 - Sidewalks edging
 - Trash removal (daily)
 - Blowing sidewalks
 - Turf spraying
 - Fert Aps (common areas)
 - Fert Aps (sport fields)
 - Tree trimmings
 - Irrigation repair
 - Mulch tree rings

- Total weekly man hours 93 hrs

- Total annual man hours 121 hrs

32 week growing season	32 x 93 = 2976 hrs
	<u>+ 121 hrs</u>
	3097 hrs
+ 20 weeks of trash p/u	<u>400 hrs</u>
Total	3497 man hours annually

- 3497 dvd by 12 mos. = 292 man hours monthly
- 292 dvd by 21.75 = **13.5 hours daily or 1.7 FTE's daily**

13.5 Hours daily x 21.75 days mo. = 292 Hours monthly

\$9.00 (Avg seasonal wage) x 292 = \$2,628.00

Taxes/Insurance (13.21) = \$ 347.16

Benefits \$402.50 x 1 = \$ 402.50

Uniforms = \$ 50.00

Sub Total = \$3,427.66

Dvd by .88 for overhead = \$3,895.07

Total Monthly FTE cost for the above service is \$3,895.07 x 12 mos. = \$46,740.84 annually

- **Equipment additions**

- Z-Mower \$9,500.00

- Stick edgers \$ 650.00

- Blower \$ 750.00

Total Equipment cost \$10,900.00 x 10% = \$11,990.00

Total for Chemical/Material = \$13,877.00

Fuel Cost for 2010 was \$19,904,81 x .05 = \$ 995.25

Total Monthly FTE cost for the above service is \$3,437.68 x 12 mos. = \$46,740.84

Total Equipment cost \$10,900.00 x 10% = \$11,990.00

Total Annual Cost = \$73,603.09

Monthly Cost \$6,133.60