



**AGENDA ITEM REPORT**

**DATE:** January 16, 2018  
**DEPARTMENT:** Transportation  
**REQUESTER:** Randy Cerchie  
**TITLE:** Renew Annual Contract for Purchase of Fertilizers for Lee County Department of Transportation

**I. MOTION REQUESTED**

- A) Approve renewals of the annual contracts with Diamond R Fertilizer Co., Inc., and SiteOne Landscaping Supply, Inc., under Informal Bid No. IFB150132, Annual Purchase of Fertilizers for Lee County Department of Transportation (DOT), for an additional one year period, through April 9, 2019, for purchase of fertilizers, as approved in the department's annual adopted budget.
- B) Authorize the Director of Procurement Management or designee to sign the renewal documents on behalf of the Board of County Commissioners.
- C) Grant the Director of Procurement Management the authority, with County Administration approval, to negotiate and execute renewal of these contracts for an additional one-year period, under the same terms and conditions, if doing so is in the best interest of Lee County.

**II. ITEM SUMMARY**

Approves renewals of the annual contracts with Diamond R Fertilizer Co., Inc., and SiteOne Landscaping Supply, Inc., under Informal Bid No. IFB150132, Annual Purchase of Fertilizers for DOT, for an additional one year period, through April 9, 2019, for purchase of fertilizers. Total expenditures for these goods during Fiscal Year 2016-2017 were \$47,453.61.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History  
 On March 11, 2015, the Board of County Commissioners awarded Informal Bid No. IFB150132 to Diamond R Fertilizers Co., Inc., and SiteOne Landscaping Supply, Inc., for the purchase of fertilizers. The original term of the contract was for one year with an option to renew for four additional one-year periods. Board approval is requested because the contract expenditures total \$106,152.48.  
  
 Total expenditures for these goods during Fiscal Year 2016-2017 were \$47,453.61.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	see comments below
B)	Is this item approved in the current budget?	Yes
C)	Is this a revenue or expense item?	Expense
D)	Is this Discretionary or Mandatory?	Discretionary
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	Yes
F)	Fund: Transportation Trust Program: DOT Operations Landscape Project: Account Strings: PC5410517500	
G)	Fund Type?	Other Transportation Trust
H)	Comments: Funding is in accordance with the department's annual adopted budget.	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP****ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">Diamond R Fertilizer Co Renewal Letter</a>	12/27/2017	Letter
<a href="#">SiteOne Landscaping Supply Renewal Letter</a>	12/27/2017	Letter

**REVIEWERS:**

Department	Reviewer	Action	Date
Transportation	Turner, Nicole	Approved	1/3/2018 - 8:34 AM
Transportation	Cerchie, Randy	Approved	1/5/2018 - 10:24 AM
Budget Services	Henkel, Anne	Approved	1/5/2018 - 10:46 AM
Budget Services	Winton, Peter	Approved	1/5/2018 - 1:17 PM
County Attorney	Trank, Mark A.	Approved	1/5/2018 - 1:41 PM
County Manager	Meurer, Doug	Approved	1/5/2018 - 2:05 PM