



ITEM 16.  
Facilities Construction and Management - Consent

### AGENDA ITEM REPORT

**DATE:** October 22, 2019  
**DEPARTMENT:** Facilities Construction and Management  
**REQUESTER:** Ehab Guirguis  
**TITLE:** Award Contract for Landscape Maintenance and Mowing Service - Downtown

#### I. MOTION REQUESTED

A) Award Invitation to Bid No. B190368KLC, Landscape Maintenance and Mowing for Downtown Buildings – Annual to Landscape Dimensions, Inc. to provide mowing and landscape maintenance for County facilities and buildings located in the downtown area, for an initial term of two years, as approved in the departments' annual adopted budget, in an amount not to exceed \$270,000.00 annually.  
 B) Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.  
 C) Grant the County Manager or designee the authority to renew the contracts, for up to three additional one-year periods, and to execute all associated documents, as approved in the departments' annual adopted budget, in an amount not to exceed \$270,000.00 annually, if doing so is in the best interest of Lee County and there are no price increases.

#### II. ITEM SUMMARY

Engages Landscape Dimensions to provide mowing and landscape maintenance for County facilities and buildings located in the downtown Fort Myers area. The initial term is two years and the agreement can be renewed for up to three additional one-year periods upon the agreement of both parties in an amount not to exceed \$270,000 annually. Total expenditures for these services for Fiscal Year 2017-2018 were \$197,789.04. The increase in annual expenditures accounts for the base bid of \$183,541.88 and an additional \$86,458.12 allowance for installation and maintenance of new flowers, shrubs and mulch, as well as additional tree trimming and CPI price increases over the life of the contract.

#### III. BACKGROUND AND IMPLICATIONS OF ACTION

##### A) Board Action and Other History

Procurement Management obtained bids for the project known as Invitation to Bid No. B190368KLC, Landscape Maintenance and Mowing for Downtown Buildings - Annual. On the bid deadline of July 16, 2019, Procurement Management received three submittals. After conducting an analysis of the bid submissions, Landscape Dimensions, Inc. was determined to be the responsible bidder with the lowest responsive bid.

##### B) Policy Issues

##### C) BoCC Goals

##### D) Analysis

Staff recommends awarding a contract to Landscape Dimensions, Inc. for an initial two-year period in an amount not to exceed \$270,000.00 annually. The contract can be renewed up to three additional one-year periods, upon the agreement of both parties, as approved in the departments' annual adopted budget, in an amount not to exceed \$270,000.00 annually. Total expenditures for these services for Fiscal Year 2017 – 2018 were \$197,789.04.

The proposed Not-to-Exceed amount will allow for potential expenditure increases to accommodate the need for new flowers, shrubs and mulch, while also providing for price increases over the term of the contract (tied to the Consumer Price Index or 4%, whichever is less).

##### E) Options

#### IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	\$270,000.00
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.	No
F)	Fund: General Fund Program: Various Project: Account Strings: Various	
G)	Fund Type?	General Fund
H)		

	Comments:
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**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION****VII. FOLLOW UP****ATTACHMENTS:**

Description

Upload Date

Type

Signed Agreement

9/6/2019

Cover Memo

**REVIEWERS:**

Department

Reviewer

Action

Date

Facilities Construction and  
Management

Turner, Nicole

Approved

9/24/2019 - 5:19 PM

Facilities Construction and  
Management

Guirguis, Ehab

Approved

9/25/2019 - 6:21 AM

Budget Services

Guttery, Angela

Approved

9/25/2019 - 8:49 AM

Budget Services

Winton, Peter

Approved

9/25/2019 - 10:21 AM

County Attorney

Swindle, Amanda

Approved

9/25/2019 - 10:44 AM

County Manager

Salyer, Glen

Approved

10/15/2019 - 12:39 PM