



**AGENDA ITEM REPORT**

**DATE:** September 19, 2023  
**DEPARTMENT:** Community Development  
**REQUESTER:** Mikki Rozdolski  
**TITLE:** Award Contract for Lot Mowing Services for Code Enforcement

**I. MOTION REQUESTED**

- A) Award Invitation to Bid No. B230218MWB, Lot Mowing for Code Enforcement to A&M Property Maintenance, LLC. to provide mowing services of properties in violation of County lot mowing ordinance 14-08, on an as-needed basis, for an initial term of one three-year period as approved in the departments' annual adopted budget. Individual purchases in excess of \$100,000.00 will be presented to the Board for approval.
- 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 contract, for up to three additional years, and to execute all associated documents, as approved in the departments' annual adopted budgets, if doing so is in the best interest of Lee County, and there are no cost increases associated with the renewal.

**II. ITEM SUMMARY**

Approval awards a contract to A&M Property Maintenance, LLC to provide mowing services for properties in violation of County lot mowing ordinance 14-08. The contract was competitively bid, and Procurement Management received one submittal from A&M Property Maintenance, LLC. The contract is for a one-year term not to exceed \$100,000 annually and provides an opportunity to renew for up to three additional one-year periods. Total expenditures for these services in 2021-2022 were \$45,819.57.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History  
 Procurement Management obtained bids for the project known as Solicitation No. B230218MWB, Lot Mowing for Code Enforcement. On the bid deadline of June 2, 2023, Procurement Management received one submittal from A&M Property Maintenance, LLC.  
  
 Staff recommends awarding a contract to A&M Property Maintenance, LLC for use on an as-needed basis for an initial one-year period in an amount not to exceed \$100,000 annually. The contract can be renewed for up to three additional one-year periods, upon the agreement of both parties, as approved in the department's annual adopted budget, in the amount not to exceed \$100,000 annually. Total expenditures for these services in 2021-2022 were \$45,819.57.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$100,000
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?	Mandatory Ordinance 14-08
E)	Will this item impact future budgets? If yes, please include reasons in III(D) above.	No
F)	Fund: 15500 Program: Codes Project: Account Strings: LC5241115500	
G)	Fund Type?	Other: Unincorporated MSTU
H)	Comments: Unincorporated MSTU	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">1Lee County_Lot Mowing Vendor Executed Agreement</a>	8/28/2023	Backup Material

**REVIEWERS:**

Department	Reviewer	Action	Date
Community Development	Rozdolski, Mikki	Approved	9/6/2023 - 3:49 PM
Budget Services	Henkel, Anne	Approved	9/7/2023 - 9:20 AM
Budget Services	Winton, Peter	Approved	9/7/2023 - 9:59 AM
County Attorney	Halverson, David	Approved	9/11/2023 - 9:17 AM
County Manager	Mora, Marc	Approved	9/12/2023 - 9:58 AM