



AGENDA ITEM REPORT

DATE: January 16, 2024
DEPARTMENT: Transit
REQUESTER: Dominic Gemelli
TITLE: Award Contract for Landscape Maintenance and Mowing for LeeTran Locations

I. MOTION REQUESTED

- A) Award Invitation to Bid No. B230510SML, Landscape Maintenance and Mowing for LeeTran to Clean Cut Lawn Services of Lee County, Inc. for the landscape maintenance of five (5) Lee County Transit (LeeTran) locations, on an as needed basis, for an initial term of three (3) years, in the amount of \$131,286.00 per year, as approved in the departments' annual adopted budget. Individual purchases more than \$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 (3) 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(s).

II. ITEM SUMMARY

Awards a contract in the amount of \$131,286.00 per year to Clean Cut Lawn Services of Lee County, Inc. to provide mowing, edging, string trimming, trimming shrubs, pruning trees and palms, weeding, fertilizing, irrigation services, supplying replacement trees and shrubs, and mulching, etc. for the following five (5) LeeTran locations:

- LeeTran Headquarters – 3401 Metro Parkway, Fort Myers
- Rosa Parks Transportation Center - 2250 Widman Way, Fort Myers
- Cape Coral Transfer Center - SE 47th Terrace at SE 8th Ct., Cape Coral
- Edison Mall Station - 4125 Cleveland Avenue, Fort Myers
- Beach Park & Ride - 11101 Summerlin Square Drive, Fort Myers Beach

Total expenditures during Fiscal Year 2023 were approximately \$225,000.00.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

The Board approved RFP180331KLC, Landscape Maintenance and Mowing for LeeTran for lawncare services for the LeeTran Headquarters facility only. RFP180331KLC expired September 2023.
 The Board approved B200149AEJ, Landscape Maintenance and Mowing for LeeTran for four (4) LeeTran locations; 1) Rosa Parks Transportation Center; 2) Cape Coral Transfer Center; 3) Edison Mall Station; and 4) Beach Park & Ride. The contract was for a three (3) year term and expired November 2023.

On July 26, 2023, Procurement received a Request to Initiate from LeeTran for a Landscape Maintenance and Mowing project to include five (5) LeeTran locations; 1) LeeTran Headquarters; 2) Rosa Parks Transportation Center; 3) Cape Coral Transfer Center; 4) Edison Mall Station; and 5) Beach Park & Ride. On September 15, 2023, Procurement Management advertised Invitation to Bid No. B230510SML, for Landscape Maintenance and Mowing for LeeTran. On the proposal deadline, October 18, 2023, Procurement Management received seven (7) proposals. After departmental review, LeeTran recommends awarding the contract to Clean Cut Lawn Services of Lee County, Inc., the responsive, responsible proposer meeting all specifications with the lowest price

B) Policy Issues

Invitation to Bid in compliance with County's Procurement Policy.

C) BoCC Goals

Transportation, providing multimodal transportation.

D) Analysis

Having a landscaping contract enables LeeTran to budget expenditures and maintain the five (5) Transit facilities (LeeTran Headquarters, Rosa Parks, Cape Coral, Edison Mall and Beach Park & Ride).

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: Enterprise Program: Transit Project: Transit Operating Account Strings: K15440148600	
G)	Fund Type?	Enterprise
H)	Comments: Expenditures will be as needed and as approved in the department's annual adopted budget.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

Monitor contract expiration date.

ATTACHMENTS:

Description	Upload Date	Type
AGREEMENT FOR LANDSCAPE MAINTENANCE AND MOWING FOR LEETRAN	12/18/2023	Agreement

REVIEWERS:

Department	Reviewer	Action	Date
Transit	Tucker, Mary	Approved	1/5/2024 - 7:40 AM
Transit	Codie, Robert	Approved	1/5/2024 - 8:37 AM
Budget Services	Henkel, Anne	Approved	1/5/2024 - 3:55 PM
Budget Services	Winton, Peter	Approved	1/8/2024 - 9:19 AM
County Attorney	Holborn , Robert	Approved	1/9/2024 - 9:02 AM
County Manager	Codie, Robert	Approved	1/9/2024 - 9:37 AM