



**AGENDA ITEM REPORT**

**DATE:** March 5, 2024  
**DEPARTMENT:** Procurement Management  
**REQUESTER:** Mary Tucker  
**TITLE:** Award Contract for Irrigation Parts and Related Items

**I. MOTION REQUESTED**

- A) Award Invitation to Bid No. B240067AVR, Irrigation Parts and Related Items to Heritage Landscape Supply Group, Inc. and SiteOne Landscape Supply, LLC for the purchase of irrigation parts and related items, on an as-needed basis, for an initial term of one three-year period, as approved in the departments' annual adopted budgets. 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(s), for up to one additional two-year period, 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 competitively bid contracts to Heritage Landscape Supply Group, Inc. and SiteOne Landscape Supply, LLC for the purchase of irrigation parts and related items, on an as-needed basis, for an initial term of three years and the option to review for up to two additional one-year periods. Individual purchases in excess of \$100,000.00 will be presented to the Board for approval. Total expenditures for these services during fiscal year 2023 were approximately \$230,657.80 by primarily the Parks and Recreation, Facilities, and Transportation departments.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History  
Procurement Management received two bids for the project, known as Invitation to Bid No. B240067AVR, Irrigation Parts and Related Items by the bid deadline of January 5, 2024. After analyzing the bid submittals, Heritage Landscape and Supply Group, Inc. and SiteOne Landscape Supply, LLC, were determined to be the lowest responsive and responsible bidders.
- 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.	
F)	Fund: Various funds. Program: Project: Account Strings:	
G)	Fund Type?	Other: Various Department Funds
H)	Comments: Expenditures will be on an as-needed basis, as approved in the departments' annual adopted budget.	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">B240067AVR SiteOne Contract Vendor Executed OCR</a>	2/20/2024	Contract
<a href="#">B240067AVR Heritage Contract Vendor Executed OCR</a>	2/22/2024	Contract

**REVIEWERS:**

Department	Reviewer	Action	Date
Procurement Management	Tucker, Mary	Approved	2/23/2024 - 9:39 AM
Budget Services	Henkel, Anne	Approved	2/23/2024 - 10:22 AM
Budget Services	Winton, Peter	Approved	2/23/2024 - 11:11 AM
County Attorney	Holborn , Robert	Approved	2/23/2024 - 11:50 AM
County Manager	Winton, Peter	Approved	2/23/2024 - 1:14 PM