

AGENDA ITEM REPORT

DATE: October 3, 2023
DEPARTMENT: Facilities Construction and Management
REQUESTER: Ehab Guirguis
TITLE: Award Contract for Landscape Maintenance and Mowing for Downtown Buildings

I. MOTION REQUESTED

A) Award Invitation to Bid No. B230178MWB, Landscape Maintenance and Mowing for Downtown Buildings - Annual, to Grow Care Outdoor Solutions LLC. for landscape, maintenance, and mowing services for downtown buildings on an as-needed basis, for an initial term of three years as approved in the departments' annual adopted budget.

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

Awards a competitively solicited contract to Grow Care Outdoor Solutions LLC. for landscape, maintenance, and mowing services for downtown buildings on an as-needed basis. The contract includes an initial term of three years and can be renewed for up to three additional years, upon the agreement of all parties. Total expenditures for these services in Fiscal Year 21–22 was \$176,702.59. The cost is based on per mowing cycle. The number of cycles may vary. The increase in cost is based on potential number of cycles and a new location (Cape Coral Government Complex) that was added for the upcoming year bring the cost to approximately \$250,000.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

Facilities Construction and Management submitted a Request to Initiate a Bid action to procure landscaping services for downtown buildings. Procurement Management advertised the solicitation on June 23, 2023, with bids due on July 25, 2023. At the time of opening, four proposals had been received, including one from Grow Care Outdoor Solutions, LLC.

Procurement Management performed due diligence on the proposals received and found that the assumed low bidder had not bid on one of the locations in the contract. Due to the no bid on a location, the apparent low was found to be non-responsive to the solicitation.

Grow Care Outdoor Solutions, LLC. was the next low bidder and was found to be responsive and responsible. Procurement Management recommends awarding Grow Care Outdoor Solutions, LLC. as the responsive and responsible bidder with the lowest project total.

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.	No
F)	Fund: General Fund Program: Major Maintenance Program Project: Landscape Maintenance and Mowing for Downtown Buildings Account Strings: Various	

G)	Fund Type?	General Fund, Other: Various Operating and Major Maintenance Funds
H)	Comments: All locations approximately \$250,000.	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
Agreement	9/12/2023	Agreement
Price comparison	9/21/2023	Backup Material

REVIEWERS:

Department	Reviewer	Action	Date
Facilities Construction and Management	Tucker, Mary	Approved	9/21/2023 - 1:01 PM
Facilities Construction and Management	Guirguis, Ehab	Approved	9/21/2023 - 2:31 PM
Budget Services	Henkel, Anne	Approved	9/21/2023 - 3:36 PM
Budget Services	Winton, Peter	Approved	9/21/2023 - 4:16 PM
County Attorney	Lira, Louis C.	Approved	9/22/2023 - 9:54 AM
County Manager	Codie, Robert	Approved	9/22/2023 - 2:15 PM