

**AGENDA ITEM REPORT**

DATE: December 6, 2022
DEPARTMENT: Transportation
REQUESTER: Randy Cerchie
TITLE: Award Contract for Median and Roadside Landscape Maintenance

I. MOTION REQUESTED

A) Award Request for Proposal No. RFP220374DWJ, Landscape Maintenance for DOT, to P&T Lawn and Tractor Service, Inc. for DOT landscape services, on an as needed basis, for an initial term of three-years, 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 one-year periods, 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 contract for Landscape Maintenance for DOT to P&T Lawn and Tractor Service, Inc. to provide median and roadside landscape maintenance throughout the County. Total annual expenditures are expected to be approximately \$5,230,826.60. The contract includes predetermined labor rates for additional services to be added if needed and within the approved department budget.

III. BACKGROUND AND IMPLICATIONS OF ACTIONA) Board Action and Other History

On August 17, 2022 received three proposals in response to RFP22037DWJ Landscape Maintenance for the Department of Transportation. One July 28, 2022 a selection committee met to review the proposals from P & T Lawn and Tractor Service, Inc., John Fideli Landscapes, and Superior Landscaping and Lawn Services, Inc. The committee voted to proceed with selecting P&T Lawn and Tractor Services, Inc. The total contract amount for P&T Lawn and Tractor Service, Inc. is \$5,230,826.60.

B) Policy IssuesC) BoCC GoalsD) AnalysisE) Options**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$5,230,827
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: Transportation Trust Program: DOT Operations Landscape Project: Other Contracted Services Account Strings: PC5410517500	
G)	Fund Type?	Other: Transportation Trust
H)	Comments:	

V. RECOMMENDATION

Approve

VI. TIMING/IMPLEMENTATION

VII. FOLLOW UP

ATTACHMENTS:

Description	Upload Date	Type
P&T Lawn & Tractor Service Agreement for Landscape Maintenance for DOT	11/8/2022	Agreement

REVIEWERS:

Department	Reviewer	Action	Date
Transportation	Tucker, Mary	Approved	11/23/2022 - 11:08 AM
Transportation	Cerchie, Randy	Approved	11/23/2022 - 11:12 AM
Budget Services	Henkel, Anne	Approved	11/23/2022 - 11:20 AM
Budget Services	Winton, Peter	Approved	11/23/2022 - 12:37 PM
County Attorney	Jacob, Michael D.	Approved	11/29/2022 - 9:12 AM
County Manager	Harner, David	Approved	11/29/2022 - 11:52 AM