



AGENDA ITEM REPORT

DATE: January 16, 2018
 DEPARTMENT: Transportation
 REQUESTER: Randy Cerchie
 TITLE: Award Contracts for Median and Roadside Landscape Maintenance and Mowing

I. MOTION REQUESTED

- A. Award Request for Proposal No. RFP170225KLC Landscape Maintenance and Mowing for Lee County Department of Transportation (DOT) for Sections 1, 2, 3, 4, 5, 6, 7, 8, 9, 13, 14, 15, 16, 17, 19, and 21 to P & T Lawn and Tractor Service, Inc., and Sections 10, 11, 12, 18, and 20 to Hannula Landscaping and Irrigation, Inc., to provide median and roadside landscape maintenance and mowing as approved in the department's annual adopted budget for an initial term of two years.
- B. Authorize the Chair to execute the contract documents on behalf of the Board of County Commissioners.
- C. Grant the Director of Procurement Management the authority to negotiate renewals of the contracts, including changes in price, and to execute renewal documents for up to three additional one-year periods, with County Administration approval, as approved in the department's annual adopted budgets, if doing so is in the best interest of Lee County.
- D. Authorize the Director of Procurement Management, with County Administration approval, to add or delete work or services as needed, to approve or deny annual increases in pricing based on the Consumer Price Index as provided by the solicitation, and to execute any documents necessary for these changes.

II. ITEM SUMMARY

Awards Request for Proposal No. RFP170225KLC Landscape Maintenance and Mowing for DOT to P & T Lawn and Tractor Service, Inc., and Hannula Landscaping and Irrigation, Inc., to provide median and roadside landscape maintenance and mowing throughout the County as listed on the Notice of intended Decision. Total annual expenditures are expected to be approximately \$1,948,124.99.

III. BACKGROUND AND IMPLICATIONS OF ACTION

A) Board Action and Other History

On August 8, 2017, the Department of Procurement Management advertised Request for Proposal No. RFP170225KLC Landscape Maintenance and Mowing for DOT to solicit proposals from companies to provide median and landscape maintenance and mowing for various roads throughout Lee County. Due to Hurricane Irma, the opening date was extended to October 3, 2017. Procurement Management received a total of four bids.

On November 16, 2017, the Evaluation Committee met to evaluate the proposals received. It was decided to open proposals from the three top vendors: P & T Lawn and Tractor Service, Inc.; Hannula Landscaping and Irrigation, Inc.; and JSM Services, Inc. The committee decided to proceed and open the pricing section of the bid following the evaluation meeting. Hannula Landscaping and Irrigation, Inc., was the low bidder on many of the sections, but the vendor rescinded their bid on some of the areas.

The specific areas are outlined in the attachments and include Corkscrew Road, Cypress Lake Drive, College Parkway, Del Prado Boulevard, US 41, Hancock Bridge Parkway, Lee Boulevard, Alico Road, Treeline Avenue, and Bayshore Road.

B) Policy Issues

C) BoCC Goals

D) Analysis

E) Options

IV. FINANCIAL INFORMATION

A)	Current year dollar amount of item:	\$1,948,124.99
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
<u>Proposed Contract - P&T</u>	1/5/2018	Contract
<u>Proposed Contract - Hannula</u>	1/5/2018	Contract
<u>Executed Contract</u>	1/19/2018	Contract
<u>Executed Contract</u>	1/19/2018	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Transportation	Turner, Nicole	Approved	1/5/2018 - 7:53 AM
Transportation	Cerchie, Randy	Approved	1/5/2018 - 10:46 AM
Budget Services	Henkel, Anne	Approved	1/5/2018 - 11:54 AM
Budget Services	Winton, Peter	Approved	1/5/2018 - 1:17 PM
County Attorney	Trank, Mark A.	Approved	1/5/2018 - 1:39 PM
County Manager	Meurer, Doug	Approved	1/5/2018 - 2:04 PM