

**Lee County Board Of County Commissioners
Agenda Item Summary**

Blue Sheet No. 20131031

ACTION REQUESTED/PURPOSE:

(A) Approve award of Formal Quotation B-140004 Mowing for DOT Roadways Areas 1, 2 & 3 (identified on attached map) to JSM Services Inc. The total estimated annual expenditure will be \$457,492.50.
 (B) Authorize the Procurement Director to grant annual price increases based on the Consumer Price Index (CPI) if deemed to be in the County's best interest to do so in accordance with the contract.
 (C) Grant the Procurement Director, with County Administration's approval, the authority to renew this agreement for four additional one-year periods, at the same terms and conditions, if doing so is in the best interest of Lee County.

FUNDING SOURCE:

Transportation Trust; Program – DOT Operations – Roadway; Project – Other Contracted Services. This project was anticipated and funds have been made available in the FY 2013/14 Budget.

WHAT ACTION ACCOMPLISHES:

Provides DOT with a contractor to provide median and roadside mowing for areas 1, 2 & 3 as shown on the attached map.

MANAGEMENT RECOMMENDATION: Approve.

Departmental Category: C12B

Meeting Date: 1/7/2014

Agenda:

Requirement/Purpose: (specify)

Consent

- Statute
 Ordinance
 Admin Code AC-4-1
 Other

Request Initiated

Commissioner: All
Department: TRANSPORTATION
Division: Operations
By: David Loveland

Background:

As part of the FY 2013/14 budget preparation process DOT proposed a plan to contract out a majority of the County's roadside mowing (Areas 1, 2, 3, 4, 5 and 6) and to keep Area 7 to be mowed in house (see attached map). The overall savings to the County after contracting areas 1-6 is estimated to be approximately \$948,000.

On November 12, 2013 Lee County Procurement Management received three sealed bids for Mowing for DOT Roadways Areas 1, 2 & 3 which was done through a Two-Step process. The first step qualified the vendors and the second step provided the pricing. These documents were reviewed by the Evaluation Committee consisting of Ehab Guirguis, Robert Debrock, and Ray Thomas, all from DOT Operations. One vendor was determined to be not qualified. Step Two was opened on November 22, 2013 with the bid results indicating that JSM Services Inc. was the low bidder with a savings of \$357,216.48 over the second and only other qualified bidder.

The Contract is to provide nine cuts per year for each area, pending the prices for Areas 4, 5 and 6, this number of cuts may be reduced to keep the total cost for all areas within the budget number, which is \$1,001,311.00. DOT and Procurement are in the process of obtaining bids for Areas 4, 5 and 6, and will come back to the Board at a future meeting with those results.

11. Required Review:

<i>David Loveland</i>	<i>Dawn Perry-Lehnert</i>	<i>Anne Henkel</i>	<i>Peter Winton</i>	<i>Doug Meurer</i>	
TRANSPORTATION	County Attorney	Budget Analyst	Budget Services	Public Works Director	

12. Commission Action:

Lee County has reserved the right, at its discretion, to limit the number of areas awarded to any single vendor to two. The intent of this decision is to ensure that vendors are able to adequately maintain the areas they are awarded. Prior to making any future awards under other mowing quotes, the County also reserves the right to consider the number of areas the vendor may have already been awarded and base future awards on the vendor's performance in maintaining what they are currently awarded. For this phase of the mowing contract, it was determined to be in the best interest of Lee County to award the first three areas to JSM Services Inc.

Funds are available in the current budget in the following account: PC5410117500.

Attachments:

- (1) Tabsheet
- (2) JSM Services Inc.'s quote
- (3) Map of mowing areas