



AGENDA ITEM REPORT

DATE: November 20, 2018
DEPARTMENT: Parks and Recreation
REQUESTER: Jesse Lavender
TITLE: Award Contract for Athletic Turf Maintenance and Reconstruction

I. MOTION REQUESTED

- A) Award Request for Proposal No. RFP180313KLC, Athletic Turf Maintenance and Reconstruction - Annual to JSM Services, Inc., for a period of two years, as approved in the department's 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 negotiate renewals of the contract, including changes in price, for up to three additional one-year periods, and/or to extend the contract up to six months, and to execute all associated documents, with County Administration approval, as approved in the department's annual adopted budget, if doing so is in the best interest of Lee County.
- D) Authorize the Director of Procurement Management to add or delete work, services and/or locations as needed and to execute any documents necessary for these changes.

II. ITEM SUMMARY

Award contract to JSM Services, Inc. to provide turf maintenance and reconstruction for the various athletic fields throughout Lee County for an initial term of two years with the option to renew for three additional one-year periods. Total expenditures for these services during Fiscal Year 2017 – 2018 were approximately \$1,544,810.90. Included in budget.

III. BACKGROUND AND IMPLICATIONS OF ACTION

- A) Board Action and Other History
 On September 28, 2018, Procurement Management advertised Request for Proposal No. RFP180313KLC, Athletic Turf Maintenance and Reconstruction - Annual to solicit proposals to provide athletic maintenance and reconstruction for various athletic fields throughout Lee County on behalf of the Board of County Commissioners. On the proposal deadline, October 30, 2018, Procurement Management received two proposals, with one being deemed non-responsive. On November 6, 2018, the evaluation committee met to evaluate the responsive proposal and recommends awarding the contract to JSM Services, Inc.

Total expenditures for these services during Fiscal Year 2017 – 2018 were approximately \$1,544,810.90.

- B) Policy Issues
- C) BoCC Goals
 This contract meets the core level of service for various parks facilities. Impact on sports tourism.
- D) Analysis
 This contract helps to offset extra staff costs; contractor has necessary certifications and licenses to maintain parks ballfields.
- 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, MSTU & TDT-Stadiums Program: Parks & Recreation Operations; Major Maintenance Project: Operating-Athletic Turf; CW Improvements & Stadium Improvements Account Strings: KH5722000100.503490; KH5722500100.503490; KH5722015500.503490; 40214100100.503490; 40212230102.503490 & 40212200100.503490	
G)	Fund Type? General Fund, Unincorporated MSTU, Other: TDT-Stadiums
H)	Comments: Expenditures will be as needed and within the department's annual approved, adopted budget.

V. **RECOMMENDATION**

Approve

VI. **TIMING/IMPLEMENTATION**

VII. **FOLLOW UP**

ATTACHMENTS:

Description	Upload Date	Type
Proposed Contract	11/9/2018	Contract

REVIEWERS:

Department	Reviewer	Action	Date
Parks and Recreation	Turner, Nicole	Approved	11/9/2018 - 4:38 PM
Parks and Recreation	Lavender, Jesse	Approved	11/13/2018 - 8:28 AM
Budget Services	Borman, Lori	Approved	11/13/2018 - 8:38 AM
Budget Services	Winton, Peter	Approved	11/13/2018 - 8:52 AM
County Attorney	Lira, Louis C.	Approved	11/13/2018 - 9:15 AM
County Manager	Harner, David	Approved	11/13/2018 - 9:43 AM