

**AGENDA ITEM REPORT**

**DATE:** September 19, 2023  
**DEPARTMENT:** Parks and Recreation  
**REQUESTER:** Mack Young  
**TITLE:** Approve Contract Amendment for Landscape Maintenance and Mowing

**I. MOTION REQUESTED**

A) Approve Amendment No. 7 with P & T Lawn & Tractor Service, Inc., under Solicitation No. RFP180345KLC, Landscape Maintenance & Mowing for Parks - Annual, to add a new location for landscape maintenance services at the Lee County Civic Center, as provided in the amended Fee Schedule. The amendment will increase the contract amount by \$297,700 annually, with total anticipated in the amount of \$1,120,900.

B) Authorize the County manager or designee to execute on behalf of the Board of County Commissioners.

**II. ITEM SUMMARY**

Approves a contract amendment with P & T Lawn & Tractor Service, Inc., under the solicitation for Landscape Maintenance & Mowing for Parks. The amendment will add the Lee County Civic Center as a new location for landscape maintenance services. The amendment will increase the contract amount by \$297,700 annually, with total anticipated expenditures in the amount of \$1,120,900. Total expenditures during Fiscal Year 2021/2022 was \$757,249.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

A) Board Action and Other History

On April 2, 2019 the Board of County Commissioners awarded RFP180345KLC, Landscape Maintenance & Mowing for Parks - Annual, to P & T Lawn & Tractor Service, Inc., to provide landscape maintenance and mowing services for Lee County's parks. The original term of the contract was for 2 years with an option to renew for up to three additional 1-year periods.

On April 5, 2022, Amendment No. 5 was approved by the Board of County Commissioners to increase the price for the purchase of landscape maintenance & mowing services from P & T Lawn & Tractor Service, Inc.

On August 2, 2022, Amendment No. 6 was approved by the Board of County Commissioners to add landscape and maintenance services for Frank Mann Preserve.

B) Policy Issues

C) BoCC Goals

D) Analysis

Staff determined that adding this location to the contract during this transitional period is more cost effective than purchasing the landscaping equipment at this time.

E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$1,120,900
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: Parks and Recreation Operations Project: Parks Landscape Maintenance and Mowing Account Strings: KH5722000100	
G)	Fund Type?	General Fund
H)	Comments: The amendment increases the contract amount by \$297,700 annually, with total anticipated expenditures in the amount of \$1,120,900.	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP**

**ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">Amendment 7 for Landscape Maintenance and Mowing</a>	9/5/2023	Cover Memo

**REVIEWERS:**

Department	Reviewer	Action	Date
Parks and Recreation	Tucker, Mary	Approved	9/7/2023 - 1:56 PM
Parks and Recreation	Young, Mack	Approved	9/8/2023 - 7:48 AM
Budget Services	Guttery, Angela	Approved	9/8/2023 - 11:09 AM
Budget Services	Winton, Peter	Approved	9/8/2023 - 11:54 AM
County Attorney	Swindle, Amanda	Approved	9/11/2023 - 8:15 AM
County Manager	Brady, Christine	Approved	9/12/2023 - 8:50 AM