

**AGENDA ITEM REPORT**

**DATE:** December 20, 2022  
**DEPARTMENT:** Transportation  
**REQUESTER:** Randy Cerchie  
**TITLE:** Award Contract for Right of Way Mowing Maintenance

**I. MOTION REQUESTED**

A) Award Request for Proposal No. RFP220375DWJ, Right of Way Mowing for DOT to JSM Services, Inc. for right of way mowing services, on an as needed basis, for an initial term of three-years, as approved in the departments' 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 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 Request for Proposal No. RFP220375DWJ Right of Way Mowing for DOT to JSM Services, Inc. for right of way mowing maintenance countywide. Total annual expenditures are expected to be approximately \$1,629,878.00. The contract includes predetermined labor rates for additional services to be added if needed and within the approved department budget. In FY 2021/22, these services cost \$1,035,408.00.

**III. BACKGROUND AND IMPLICATIONS OF ACTION**

- A) Board Action and Other History  
 On July 22, 2022, Procurement Management advertised Request for Proposal No. RFP220375DWJ Right of Way Mowing for DOT to solicit proposals from companies to provide Right of Way Mowing maintenance for various roads throughout Lee County. The opening date was August 24, 2022. Procurement Management received a total of four bids. On September 22, 2022, the Evaluation Committee met to evaluate the four proposals received. The committee voted to proceed with contract award to JSM Services, Inc.
- B) Policy Issues
- C) BoCC Goals
- D) Analysis
- E) Options

**IV. FINANCIAL INFORMATION**

A)	Current year dollar amount of item:	\$1,629,878
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 Project: Other Contracted Services Account Strings: PC5410117500	
G)	Fund Type?	Other: Transportation Trust
H)	Comments:	

**V. RECOMMENDATION**

Approve

**VI. TIMING/IMPLEMENTATION**

**VII. FOLLOW UP****ATTACHMENTS:**

Description	Upload Date	Type
<a href="#">JSM Services Agreement for Right of Way Mowing</a>	11/29/2022	Agreement

**REVIEWERS:**

Department	Reviewer	Action	Date
Transportation	Tucker, Mary	Approved	12/8/2022 - 10:24 AM
Transportation	Cerchie, Randy	Approved	12/8/2022 - 10:59 AM
Budget Services	Henkel, Anne	Approved	12/12/2022 - 8:42 AM
Budget Services	Winton, Peter	Approved	12/12/2022 - 10:11 AM
County Attorney	Adams, Joseph	Approved	12/12/2022 - 2:45 PM
County Manager	Harner, David	Approved	12/13/2022 - 10:55 AM