SUBJECT: AGRONOMICS SERVICES AT VARIOUS PARK LOCATIONS

BID #: SC-0156-17 **OPEN DATE: 2017-06-07**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE YEAR FROM DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to utilize the first (1) of two (2) renewal options with TruGreen LP, for agronomic services for the Parks, Recreation and Community Services Division. Period of service will be June 22, 2018 through June 21, 2019, with one (1) one (1) year renewal option remaining. Total requested expenditure for this period not-to-exceed $261,011.00, for a revised award total not-to-exceed $522,022.00.

Funding for this award to be encumbered by account RPCM011PG-03410, to be executed by purchase order(s).

Attachments: Recommendation Memo, Vendor Letter, Bid Tabulation Sheet, Terms and Conditions, Specifications, Previous Awards

ANALYST: _____
CHELSEY FLEMING

RESPECTFULLY SUBMITTED: _____
for GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: Keith Meyerl, Chief of Recreation and Community Programming Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Daryl Joseph, Director

Parks, Recreation and Community Services Department
214 N Hogan Street, 4th Floor
Jacksonville, FL 32202
(904) 255-7903
www.coj.net

ONE CITY. ONE JACKSONVILLE.

April 30, 2018

04/30/18 09:10:45
Procurement Division

MEMORANDUM

TO: Gregory Pease, Chief
Procurement Division

FROM: Keith Meyerl, Chief
Recreation and Community Programming

RE: **SC-0156-17 Agronomics Services – First Renewal Recommendation**

The Parks, Recreation and Community Services Department respectfully recommends approval to exercise the first renewal option for one year, for the period of June 22, 2018 to June 21, 2019, for agronomics services with TruGreen in the amount of $261,011.00.

The total not-to-exceed amount of the renewal will be $261,011.00. The total not-to-exceed maximum indebtedness will be $522,022.00. The funding source will be RPCM011PG 03410.

The funds will be encumbered by individual purchase orders under the master blanket 7A08479.

Your assistance in concurring with this recommendation for the respective award would be appreciated.
If you have any questions or if further information is required, please contact Rene'e Harriman at 255-8295

KM/rlh

Attachment: Last award
Letter from vendor

cc: Claire Stine, Parks, Recreation and Community Services Finance Manager

TRUGREEN
Live life outside.

9716 Florida Mining Blvd. W

Suite 2

Jacksonville, Fl 32257

904-269-7001

City of Jacksonville/Keith Meyerl,

We would like to request our 1 year renewal on our contract with the city (SC-0156-17) under the same terms and conditions. We have been very happy with the relationship with the city and look forward to working with you in FY 19. We are NOT requesting a price increase.

Regards,

David E Miller

David Miller

Dated: 03/08/2018

Title: AGRONOMICS SERVICES FOR VARIOUS PARK LOCATIONS
Bid # SC-0155-17
Bid Date: 8/7/17
Buyer: Chelsey Fleming
No. Invited: 7 No. Received: 2 No Bids: 0
8/7/2017
Date
Recorded By: Gail Sampson

ITEM	DESCRIPTION	BID ANNUAL QTY.	USAGE	ANNUAL APPLICATION	MCCALL SERVICE, INC. GRANULAR UNIT PRICE	MCCALL SERVICE, INC. EXTENDED TOTAL	MCCALL SERVICE, INC. OPTIONAL LIQUID BASED UNIT PRICE	TRUGREEN LP GRANULAR UNIT PRICE	TRUGREEN LP EXTENDED TOTAL	TRUGREEN LP OPTIONAL LIQUID BASED UNIT PRICE
1	Fipronil	255	ACRES	1	$870.00	$221,850.00		$225.00	$57,375.00	
2	20-2-10 40%PPSCU 40%AS4%FE	255	ACRES	1	$228.09	$58,162.95		$81.87	$20,825.85	
3	16-0-10	255	ACRES	2	$196.31	$100,118.10		$79.54	$40,565.40	
4	21-0-0 (1/2 # nits)	255	ACRES	2	$102.89	$52,473.90		$47.78	$24,367.80	
5	Lesco Greens Grade Elite 6-3-0	255	ACRES	1	$662.50	$168,387.50		$114.46	$29,187.30	
6	15-0-15 40%PPSCU 30%AS1%FE	255	ACRES	1	$284.20	$72,471.00		$90.96	$23,194.80	
7	Barricade Broadleaf control	255	ACRES	1	$217.50	$55,462.50		$60.00	$15,300.00	
8	Weed Control (Greater than .25 Acres)	150	ACRES	1	$217.50	$32,625.00		$60.00	$9,000.00	
9	Weed Control	483	1000 SQFT.	1	$5.00	$2,415.00		$4.00	$1,932.00	
10	Insect Control (Greater than .25 Acres)	150	ACRES	1	$195.00	$29,250.00		$40.00	$6,000.00	
11	Insect Control	483	1000 SQFT.	1	$5.00	$2,415.00		$4.00	$1,932.00	
12	Disease Control (Greater than .25 Acres)	150	ACRES	1	$257.00	$38,550.00		$40.00	$6,000.00	
13	Disease Control	483	1000 SQFT.	1	$5.90	$2,849.70		$4.00	$1,932.00	
14	Prosecutor / Round Up Pro	60	2.5 GAL	1	$78.00	$4,680.00		$50.00	$3,000.00	
				TOTAL:	$839,710.65			$240,612.15		
				TERMS:	NOT STATED			NET 0		
				DELIVERY:	30 BUSINESS DAYS			10 BUSINESS DAYS		
				CONFLICT OF INTEREST:	✓			✓		
				ADDENDUMS 1	✓			✓		
				APPENDIX B - EQUIPMENT LIST:	✓			✓		
				LIST OF PERSONNEL:	✓			✓		
				ITEM 1 MANUFACTURER:	TOP CHOICE			BOYER/TOP CHOICE		
				NOTES:	Difference in total pricing due to adjustment by Unit Pricing, "In case of error in extension of prices in the bid, the unit price will govern."			Difference in total pricing due to adjustment by Unit Pricing, "In case of error in extension of prices in the bid, the unit price will govern."		

TERMS AND CONDITIONS
AGRONOMICS SERVICES FOR VARIOUS PARK LOCATIONS

1. **SCOPE**

The Parks, Recreation and Community Services Division of the City of Jacksonville, Florida is currently accepting bids to obtain source(s) of supply for the item(s) / service(s) as outlined in the bid documents provided. The purpose of this bid invitation is to obtain information about your firm and its ability to provide these items and to obtain pricing commitments for **Agronomics Services for Various Park Locations** as listed in the bid documents.

2. **AWARD**

Award will be **ALL OR NONE** to the lowest responsive, responsible bidder. The City will determine low bid based on granular unit pricing but reserves the right to award optional Liquid based unit pricing by item as determined in the best interest of the City. Bidders must bid on all items to be considered for award. ALL awards are subject to the availability of funds.

3. **TERM OF AGREEMENT**

The term of this agreement is one year from date of award, with two (2) one (1) year renewal options. Renewal Options may be exercised at the discretion of the City based on supplier performance and adherence to the terms and condition set forth in the bid documents.

4. **REQUIREMENTS**

Bidders should submit or comply with the following requirements; failure to submit any of these requirements may be grounds for rejection:

- The Contractor shall furnish, with their bid submission, a list of equipment that will be used to perform applications listed in Appendix B for the City's review and approval.
- The Contractor shall also include a list of all personnel that will be working on this project. Included on the list will be personnel responsible for application of any and all chemicals with copies of their appropriate licensing from the State of Florida Department of Agriculture.

5. **PRE-BID CONFERENCE**

An OPTIONAL pre-bid conference will be held on Tuesday, May 23, 2017 at 10:30 A.M., located at Ed Ball Bldg., 8th Floor, Room 825, 214 North Hogan Street, Jacksonville FL, 32202.

6. **STATE CONTRACTS**

The City reserves the right to utilize contracts established by the State of Florida and or other governmental agencies for item(s)/service(s) covered under this bid. The city reserves the right to cancel this contract in whole or in part for such item(s)/service(s).

7. **QUANTITIES**

Quantities indicated reflect the estimated quantities to be purchased throughout the contract period and are subject to fluctuation in accordance with actual requirements. The City reserves the right to purchase more than the estimated quantities listed or not to make any purchase against this bid if it so deems

necessary anytime during the contract period.

8. **DELIVERY**

Services provided shall be as stated in the bid specifications at Park sites predetermined by the City of Jacksonville Parks and Recreation Department (See Appendix A). The City of Jacksonville reserves the right to add or subtract locations as needed during the contract period.

9. **ESCALATION/DE-ESCALATION**

All pricing submitted shall remain firm for the initial term period. Upon renewal (if applicable), a supplier may submit in writing a request for price escalation/de-escalation for the percentage of change as listed in the Consumer Pricing Index (CPI) and/or documentation notifying of an industry wide increase. The City reserves the right to decline any price increase request.

10. **PRICES**

All unit prices shall include freight, delivery, and handling charges to the delivery location as outlined in the bid documents.

11. **PICK UP AND RETURNS**

The City reserves the right to return an order in whole or in part if the merchandise is not in compliance with the bid specifications. The City or its agencies will determine compliance with bid specifications. Pick up and returns will be made within 48 hours of notification at no charge to the City or its agencies.

12. **COMPLIANCE WITH SPECIFICATIONS**

The bidder, by affixing their signature to the bid form submitted, agrees to provide item(s)/service(s) in accordance with the bid documents provided. Bid only a single offering for each bid item. Multiple offerings, alternates (unless stated) and or stipulations may be cause for bid rejection. Bid only on forms provided herein unless otherwise stated. Bid submissions shall be in ink or typewritten. All corrections must be initialed.

13. **INVOICING**

Invoices will be issued once supplies/services are delivered and/or rendered to the City of Jacksonville or its agencies. At a minimum, invoices must include; purchase order number, item number and description, date of shipment, quantity ordered and shipped, unit prices, unit of measure, and extended totals. Payment terms are Net 30 days. All original invoices shall be submitted to: City of Jacksonville, General Accounting Division, 117 West Duval Street, Suite 375, Jacksonville, Florida 32202.

14. **INSURANCE/INDEMNIFICATION**

Each supplier shall maintain, for the entire term of this bid, current insurance coverage as stated in the bid documents. All insurance certificates shall list the City of Jacksonville as an additional insured. The awarded vendor will be required to submit the copy of insurance certificate within ten (10) days from date of receipt of award notice. Bid number should be listed on certificate.

15. **REPORTING**

The City may request, during the term of this bid, reports including but not limited to; usage, pricing, and delivery. Suppliers will be required to provide reports requested in hard copy and electronic format

as required.

16. **SUPPLIER ACCESSIBILITY**

The City or its representative must be able to contact, during normal business hours, by telephone or email any supplier providing goods or services to the City or its agencies. Any supplier accessibility requirements outlined in the specifications supersede this section.

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SPECIFICATIONS

1. **SCOPE:**
The work covered under the bid specifications consists of furnishing all labor, materials, and equipment to perform all operations necessary for agronomic services on recreational sites. Applications and operations are to be performed to the satisfaction of the Parks District Manager.

Weed, pest and disease control will be performed, when requested, and pursued until the weed or pest is eradicated to the satisfaction of the Parks District Manager.

2. **REQUIREMENTS:**
The Contractor shall furnish, with their bid submission, a list of equipment that will be used to perform applications listed in Appendix B for the City's review and approval. The Contractor shall also include a list of all personnel that will be working on this project. Included on the list will be personnel responsible for application of any and all chemicals with copies of their appropriate licensing from the State of Florida Department of Agriculture. All required licensing shall be kept in an active status for the duration of the project. Any needed increase in labor and/or equipment or revision of this list, as determined by the City, will not be considered justifiable cause for an adjustment of the bid proposal prices under this contract. Failure to provide the aforementioned requirements will deem your company non-responsive and your bid will be rejected accordingly.

3. **JOB SITE LOCATIONS:**
The job sites will be at selected recreational sites within the City. An estimated list of the recreational sites is attached in Appendix A. Additional locations may be added to this list at any time during the life of the contract. Sites on this list may be deleted at any time during the life of this contract.

4. **INTENT OF PROJECT:**
It is the intent of these contract documents to provide a service for fertilization, insect and disease control applications to recreational sites within the limits of the City of Jacksonville. It is not the intent of these contract documents to minutely define the mode of providing this service, but rather to set forth rational and reasonable performance criteria for accomplishment of the service.

5. **APPLICATION:**
The term "APPLICATION" as used in this document, shall be defined as fertilization, insect control, weed control, pre-emergent, or any and all combinations thereof.

6. **WORK HOURS:**
In general, all work shall be performed during daylight hours. For special operations, night work may be allowed if authorized in advance by the Parks District Manager. No work shall be performed when weather conditions limit visibility to less than 500 feet.

No work shall be done on Saturdays, Sundays or City holidays. Exceptions to this rule shall be made only by written permission of the Parks District Manager.

7. **SUSPENSION OF WORK:**
The Parks District Manager shall have the authority to suspend work, wholly or in part, for such periods as may be deemed necessary. These periods of suspension include adverse weather conditions, heavy traffic conditions due to special events and other situations that may cause a hazardous condition for

pedestrians. Such suspensions of work will be ordered in writing explaining the reason for the suspension. Normal operations may resume when directed by the Parks District Manager.

No Separate payment will be made for delay.

8. **EXAMINATION OF WORK SITE:**
Appendix A shows an estimated list of the work sites. It is the responsibility of the Contractor to examine carefully the sites of the proposed work, including job site conditions, and the proposal, plans, specifications and all other documents comprising the contract for the work contemplated, before submitting a proposal.

9. **PERMIT, NOTIFICATION AND FEES:**
It shall be the Contractor's responsibility to secure and pay for any and all permits that may be required to accomplish the work. It shall also be the Contractor's responsibility to conduct the work in accordance with required local, state, and federal regulations. All permit fees, if any, associated with the performance of this contract shall be borne by the Contractor.

10. **RESPONSIBILITY FOR DAMAGES AND PRESERVATION OF PROPERTY:**
The Contractor shall preserve from damage all property associated with, or which is in the vicinity, or is in any area affected by the work. This applies to public and private property and /or utilities. Included in these provisions are private owner items such as shrubbery planting, irrigation systems, which may be located on City right of way, or the job site. The Parks District Manager shall make prompt determination of liability in case of damage.

Any damages occurring to such properties shall be immediately repaired at the expense of the Contractor to a condition equal or better than existing before such damage occurred, except as outlined above, provided that damage was caused by or resulted from negligence on the part of the Contractor.

The City will accept no billing until all work and/or repairs have been satisfactorily completed. Verification of ordered parts will be required for all exceptions, in the event all work and/or repairs have not been completed.

11. **QUANTITIES ESTIMATED:**
The undersigned Contractor fully understands that the items and respective quantities set forth in the proposal have been established to assist the Contractor in deriving unit prices for the work for which may or may not be called for during the extent of this contract. The City reserves the right to decrease or increase quantities with no change to the unit price established in the proposal.

It is understood that the specific sites, as well as the number of treatments, set forth in the proposal form are subject to change and that payments will be made only for work satisfactorily completed as defined in the contract documents.

The contract is governed by budgetary restriction, and the actual reimbursement to the Contractor will be based on the unit price of the actual amount of work authorized, completed, and approved by the Parks District Manager. Final reimbursement may be less than the contracted amount since all quantities are estimated and no quantities are guaranteed.

If the Parks District Manager request fertilization, pest control, weed control, disease control, or pre-

emergent at additional sites, payment for those additional areas will be paid in accordance with the unit prices as specified in the bid proposal.

12. **LIMITATION OF OPERATION:**
No equipment shall be left on the job site overnight unless approved by the Parks District Manager. All service and supply operations shall be conducted at a location that does not interfere with vehicle or pedestrian traffic. No supply vehicles shall enter a play surface except to repair or remove inoperable equipment and then only when such repair or removal necessitates a service vehicle.

Work shall be performed only on City property or private property with proper easements. Care shall be taken so as not to disturb any private property.

All fertilization and pest control activities shall be conducted during daylight hours, unless otherwise approved by the Parks, Recreation and Community Services Department.

13. **METHOD OF OPERATION:**
No work shall be started without prior notification from the Parks, Recreation and Community Services Department. Work shall begin within ten (10) days following receipt of notification.

14. **METHOD OF PAYMENT:**
Funding for this project will be provided by issuance of a purchase order for all work. The purchase order will provide funding for fertilization, insect control, weed control, disease control and pre-emergent for any site maintained by the City regardless of whether or not it is listed in Appendix A. The Contractor will only be paid for work that has been satisfactorily completed, approved, and accepted, by the Parks District Manager.

Payment for the work performed under these bid specifications will be made at the contract unit price set forth in the proposal. Each unit price shall include the furnishing of all material, equipment, tools, labor, and supervision to complete the work as planned.

15. **FERTILIZATION OF IDENTIFIED SITES:**
The Contractor shall be responsible for applications of granular or liquid based fertilizer to all sites listed in Appendix A. The table, which is Appendix B, shall be adhered to for the timing of applications, rate of nitrogen per application and the different types of fertilizer to be used. Fertilizer will be applied in the months of March thru October. The City can choose to change fertilizer type and formulation listed in the table of Appendix B at any time during the contract period.

Fertilizer shall be applied to the total acreage of each site listed in Appendix A. All sites listed in Appendix A shall be fertilized between the first day and the last day of the appropriate month.

If granular fertilizer is used, fertilizer shall be applied using a rotary type spreader, which is calibrated to apply the appropriate amount of nitrogen per 100 sqft. as listed in the table of Appendix B.

If liquid fertilizer is used, fertilizer should not be applied: (1) when forecast is calling for rain within 24 hours of application, and (2) during periods of high wind (over 10 mph).

Fertilizer applications shall follow the annual schedule listed in Appendix B unless as ordered by the

Parks District Manager. All fertilizer applications will be at the unit price established in the bid proposal. (Bid Item #2, 3, 4, 5, and 6)

Damage to turf due to fertilization operations will be the responsibility of the Contractor. Any turf damaged by operations will be replaced with turf of the same species as that damaged at the Contractor's expense.

Fertilizer should be applied uniformly to the turf area to prevent "streaking" or "spotty" turf color. If the Parks District Manager determines that turf color does not appear to be uniform after a monthly application at a site, the contractor will be required to re-apply fertilizer until uniformity in color is determined adequate by the Parks District Manager at no additional charge to the City.

16. **TYPES OF FERTILIZER:**

The Contractor shall supply and apply the brand and formulations of fertilizer listed in Appendix B for each monthly application. The City can choose to change the fertilizer type and formulation listed in the table of Appendix B at any time during the contract period.

The brand of fertilizer required in Appendix B may be substituted with an approved equal brand. Substitutions must be approved at a minimum of seven (7) days prior to bid opening. An email detailing the specifications of the substitution must be submitted to the Purchasing Analyst, Chelsey Fleming, CFleming@coj.net.

17. **PRE-EMERGENT OF IDENTIFIED SITES:**

The Contractor shall be responsible for one (1) application of pre-emergent to all sites in Appendix A. The table which is Appendix B shall be adhered to for the timing of applications and different types of pre-emergent to be used. Pre-emergent will be applied in the month of February.

Pre-emergent applications shall follow an annual one (1) month schedule unless changed in writing, by the Parks District Manager. All pre-emergent applications will be at the unit price established in the bid proposal. (Bid Item #7)

The Contractor shall supply and apply the brand formulations of pre-emergent listed in Appendix B for each monthly application.

The brand of pre-emergent required in Appendix B may be substituted with an approved equal.

18. **WEED, DISEASE AND INSECT CONTROL:**

The Contractor agrees to furnish all labor, equipment and chemicals to successfully treat the Bermuda turf sites listed in Appendix A for insects and weeds. The contractor applying chemicals shall be licensed by the State of Florida's Department of Agriculture and must provide proof of license (s), by discipline or chemicals to be applied, at the time of bid opening. The required license(s) shall remain effective throughout the duration of this contract. The Contractor will provide a unit price based on estimated quantities given in the bid schedule. Turf areas will be treated based on unit prices established in the bid proposal (Bid Item # 1 , 8 , 9 , 10 , 11, 12 and 13).

Weed, disease and insect treatments in turf will be recommended by the contractor and reviewed by the Parks District Manager. When the Contractor receives written notification to proceed with work, the Contractor will proceed with the eradication of the insect, weeds or disease in the quantified turf area.

Additional applications shall be made to completely remove the insect, disease or weeds in the quantified area on an as needed basis at NO additional charge to the City.

Adequacy/completeness/effectiveness of insecticide/herbicide/fungicide spraying shall be based on results as determined by the Parks District Manager. If the application is determined to be ineffective by a single application, the contractor shall return and re-apply regardless of the number of applications until effective control of the pest or weed is achieved as determined by the Parks District Manager. Each additional site spraying to achieve control shall be done at NO additional cost to the City.

Each Contractor shall quote a unit price per acre and per 100 sq.ft. For applying insect control, weed control, and disease control products. This process shall include all mobilization, site prep, labor, equipment, licensing fees, chemicals and any other cost associated with completing the application. The minimum quantity paid per acre will be 0.25 acres. The minimum quantity paid per 100 sq.ft. will be 1000sq.ft. All sites will be paid in 0.25 acres or 1000 sq.ft. quantities or part thereof.

19. **SCHEDULE OF WORK:**
The Contractor shall be responsible for establishing an application schedule, which shall be approved by the City prior to beginning work. Once the schedule has been established and approved, no changes shall be made without prior approval by the City.

20. **OTHER REQUIREMENTS:**
1. The Contractor shall neither use nor recommend the use of chemicals, application methods or practices that do not comply with state and/or federal regulations.

2. In addition to routine applications of fertilizer, the Contractor shall respond in a timely manner to a request for an additional application(s) of fertilizer and/or pest and weed control applications if the Parks District Manager deems it necessary.

21. **INGRESS/EGRESS:**
The City shall arrange for and designate ingress/egress points to work areas and the Contractor shall use only these points.

22. **REPORTS:**
The Contractor shall provide the City with a Report of operations including location, acreage of treatments and any other related information or recommendations requested by the Parks District Manager that may be of importance to the City in planning future weed control. The report will be supplied to the Parks, Recreation and Community Services Department, 214 N. Hogan Street 4th Floor, Jacksonville, FL 32202 within ten (10) days after each monthly treatment has been applied. In addition, the Contractor shall be responsible for submitting reports required to any and all state regulatory agencies, if required.

A "**Daily Project Report** " shall be authorized by the Contractor and submitted to the Parks District Manager for each day that work is performed. This report shall be in Microsoft Office Word format and emailed to the Parks District Manager. At a minimum, the report will include site(s) to be worked that date, contract task worked on and/or completed that day. It should also include weather, number of personnel, equipment used and any problems encountered.

23. **EQUIPMENT:**
The Contractor must have adequate equipment to apply fertilizer, pest, disease and weed control products as required to meet job specifications. A list of equipment must be submitted on the form provided in Appendix C at the time of bid opening to be considered for this bid.

24. **BILLING:**
In the Contractor's monthly invoice, the following billing format shall be used. An invoice, on one (1) page, shall be submitted for EACH site worked during the billing period. On that invoice, it shall define the site worked, bid item task completed and billing cost for that site. Lump sum billings for aggregate sites will not be accepted.

Contractor must obtain prior approval from the Parks, Recreation and Community Services Department before performing any and all work outside the limits of the bid items listed in the bid proposal

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SUBJECT: AGRONOMICS SERVICES AT VARIOUS PARK LOCATIONS

BID #: SC-0156-17 **OPEN DATE: 2017-06-07**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE YEAR FROM DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to increase the award to TruGreen LP, in the amount of $20,398.85, to cover additional agronomic services needed for the Parks, Recreation and Community Services Division. The total revised award expenditure not-to-exceed $261,011.00.

Funding for this award to be encumbered by account RPCM011PG-03410, to be executed by purchase order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions, Specifications, Previous Award

ANALYST: CHELSEY FLEMING

RESPECTFULLY SUBMITTED: GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Keith Meyerl, Chief of Recreation and Community Programming Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING Ø DATE: 4/26/18

OTHER:

ACTION OF AWARDING AUTHORITY DATE 4/26/18

APPROVED DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
Executive Order No. 2015-05

SUBJECT: AGRONOMICS SERVICES AT VARIOUS PARK LOCATIONS

BID #: SC-0156-17 **OPEN DATE: 2017-06-07**

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – ONE YEAR FROM DATE OF AWARD WITH TWO (2) ONE (1) YEAR RENEWAL OPTIONS

AGENCY: PARKS, RECREATION AND COMMUNITY SERVICES

BASIS OF AWARD: ALL OR NONE TO THE LOWEST RESPONSIVE, RESPONSIBLE BIDDER

NUMBER OF BIDS INVITED: 7 **NUMBER RECEIVED:** 2 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval of award to the lowest responsive, responsible bidder TruGreen LP, in the not-to-exceed amount of $240,612.15 for agronomic services for the Parks, Recreation and Community Services Division. Period of service is one year from date of award, with two (2) one (1) year renewal options.

Funding for this award to be encumbered by account RPCM011PG-03410, to be executed by purchase order(s).

Attachments: Recommendation Memo, Bid Tabulation Sheet, Terms and Conditions, Specifications

ANALYST: _____ CHELSEY FLEMING

RESPECTFULLY SUBMITTED: _____ GREGORY PEASE, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: Keith Meverl, Chief of Recreation and Community Programming Division

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(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 6/22/17

_____ OTHER: _____

_____

_____

ACTION OF AWARDING AUTHORITY DATE 6/22/17

MK APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

Sam E. Mousa
Chief Administrative Officer
For: Mayor Lenny Curry
Under Authority of:
[illegible] 2015-05

QWS3270X 4/30/2018 11:23 AM
FAML6350 V5.1 ** NW COJ FAMIS PRODUCTION ** 04/30/2018
LINK TO: ACCOUNT SUMMARY INQUIRY 11:22 AM

FISCAL MO/YEAR : 07 2018 CURRENCY CODE :
INDEX CODE : RPCM011PG PLAYGROUNDS & CENTERS
SUBOBJECT : 03410 CONTRACTUAL SERVICES
PROJECT :
PROJECT DETAIL :
GRANT :
GRANT DETAIL :
USER CODE :

S	APR 2018	ANNUAL BALANCE	ALL YEARS BALANCE
ESTIMATED REVENUES	.00	.00	.00
REVENUES	.00	.00	.00
UNREALIZED REVENUES	.00	.00	.00
BUDGET	.00	831,932.30	831,932.30
EXPENDITURES	68,651.07	118,830.00	118,830.00
ENCUMBRANCES	-68,291.07	168,992.19	168,992.19
PRE-ENCUMBRANCES	2,400.00	2,400.00	2,400.00
REMAINING BALANCE	-2,760.00	541,710.11	541,710.11

F1-HELP F2-SELECT F4-PRIOR F5-NEXT
F9-LINK F10-PRIOR-MO F11-NEXT-MO

G014 - RECORD FOUND

SC-0156-17	TruGreen LP	
6/22/2017	$240,612.15	Award
4/26/2018	$20,398.85	Increase
Pending	$261,011.00	1st Renewal
	$522,022.00	**Total Award**