



BOARD OF COUNTY COMMISSIONERS

DATE: July 21, 2015

AGENDA ITEM NO. 17

Consent Agenda ☐

Regular Agenda ☒

Public Hearing ☐

County Administrator's Signature:

Subject:

Cancellation of Contract – Landscape and Grounds Maintenance – Utilities

Contract No. 112-0444-B(PF)

Change Order No. 1 - Purchase Authorization - Landscape Maintenance Services and Medians, Separators and Right of Way (Countywide)

Contract No. 134-0199-PB(PF)

Department:

Utilities / Purchasing

Staff Member Responsible:

Bob Powell, Director / Joe Lauro, Director

Recommended Action:

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS (BOARD) CANCEL THE CONTRACT WITH BUCCANEER LANDSCAPE MANAGEMENT (BUCCANEER), PINELLAS PARK, FLORIDA, FOR LANDSCAPE AND GROUND MAINTENANCE FOR THE UTILITIES DEPARTMENT WITH CAUSE FOR MATERIAL BREACH.

I FURTHER RECOMMEND THE BOARD APPROVE CHANGE ORDER NO. 1 TO THE PURCHASE AUTHORIZATION WITH NDL, LLC, (NDL), LUTZ, FLORIDA, FOR LANDSCAPE MAINTENANCE SERVICES INCLUDING MEDIANS, SEPARATORS AND RIGHT OF WAY (COUNTYWIDE).

Summary Explanation/Background:

The Board is requested to cancel contract 112-0444-B with Buccaneer for Utilities Department landscape and ground maintenance services due to material breach. Buccaneer was awarded this contract by the Board on October 30, 2012. Due to multiple code violations related to environmental concerns and the decision of Buccaneer to stop providing service, the County Administrator on June 10, 2015, awarded an emergency contract to NDL to provide services to the Utilities Department and suspended the services of Buccaneer as provided by Board Purchasing Procedures. Upon cancellation by the Board, the Purchasing Director will suspend Buccaneer from participation in County contracting for two (2) years as granted under Section 2-161 of County Code.

Change Order No. 1 to purchase authorization 134-0199-PB is to formally engage NDL to provide landscape and grounds maintenance services for the Utilities Department effective August 1, 2015. The Board previously approved a purchase authorization with NDL (134-0199-PB) from Pasco County Contract 05-115 on May 6, 2014 with a term through June 30, 2016. The emergency contract authorized by the County Administrator to NDL due to Buccaneer's breach of services will end July 31, 2015.

Fiscal Impact/Cost/Revenue Summary:

Approved twenty four (24) month expenditure:	\$1,788,239.04
Estimated increase to add Utilities Department requirements:	\$ 291,500.00
Revised estimated expenditure through June 30, 2016:	\$2,079,739.04

Estimated expenditure with Buccaneer through June 10, 2015	\$ 701,156.00
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Funding for Change Order No. 1 is derived from the Utilities Department Operating Budget. Funding for other services provided by NDL is derived from the Department of Parks and Conservation Resources Operating Budget.

Exhibits/Attachments:

Suspension of Contract approved by County Administrator June 10, 2015
Contract Review



47430

Delegated Authority Memorandum

TO: Mark S. Woodard, County Administrator
THROUGH: Paul Sacco, Assistant County Administrator
FROM: Joe Lauro, Director
Purchasing Department *Joe Lauro*
DATE: June 8, 2015
SUBJECT: Suspension of Services and Approval of Emergency Contract – Landscape and Ground Maintenance Services – Utilities Department
Contract No. 112-0444-B(PF) / 145-0376-E(PF)

Recommended Action:

Recommend the County Administrator suspend services with Buccaneer Landscape Management (Buccaneer), Pinellas Park, Florida, effective immediately, for material breach of the Utilities Department landscape and ground maintenance contract.

Further recommend the County Administrator approve an emergency contract for landscape and ground maintenance with NDL, LLC, (NDL), Lutz, Florida, through July 31, 2015

Summary:

This contract is for landscape and ground maintenance services for the Utilities Department. This action will suspend Buccaneer's services for material breach pending formal cancellation for cause by the Board of County Commissioners (Board). Buccaneer has had multiple code violations related to environmental concerns and last week made a decision to stop providing service. Staff is requesting the County Administrator also approve an emergency contract with NDL for the same services.

On May 6, 2014, the Board approved a purchase authorization from Pasco County Contract 05-115 for County wide landscape and ground maintenance with NDL. In the near future, the Board will be requested to approve an amendment to the purchase authorization with NDL and to formally cancel the contract with Buccaneer. Until that time, NDL has agreed to provide landscape and ground maintenance for the Utilities locations at the same pricing, terms and conditions as per Pasco County Contract 05-115.

The suspension of services by the County Administrator will be presented to the Board for acknowledgement when the Board is requested to formally cancel the contract.

After the contract is formally cancelled by the Board, Buccaneer will be suspended by the Purchasing Director for two (2) years as per Section 2-161 of County Code.

Background/Explanation:

On October 30, 2012, the Board awarded a contract to Buccaneer for Utilities Department landscape and ground maintenance services.

Fiscal Impact:

Estimated expenditure with NDL through June 6, 2015: \$1,122,037.00

Estimated expenditure with NDL for Utilities Department services through July 31, 2015: \$80,000.00

Delegated Authority:

Authority for the County Administrator to suspend a contractor for performance prior to recommendation for cancellation by the Board of County Commissioners is granted under Purchasing Policy Section 9.10.

Authority for the County Administrator to award contracts on an emergency basis is granted under Code Section 2-181(b)(1).

Attachments:

N/A

Recommendation Approved:


Mark S. Woodard, County Administrator

Date: 6/10/15



**PURCHASING DEPARTMENT
CONTRACT REVIEW TRANSMITTAL**

CATS
NO.:

47510

PROJECT: *Change Order* - Purchase Authorization: Landscape Maintenance Services & Medians, Separators and Right of Way (Countywide)

BID NUMBER: 134-0199-PB(PF)

TYPE: ☒ Purchase Contract ☐ Other: ☐ Construction-Less than \$100,000 ☐ One Time

In accordance with the policy guide for Contract Administration, the attached documents are submitted for review and comment.

Upon completion of review, complete Contract Review Transmittal and forward to next Review Authority listed. Please indicate suggested changes by revising, in RED, the appropriate section of the document reflecting the exact wording of the change.

RISK MANAGEMENT: Please enter required liability coverage on pages: _____ **PRODUCT ONLY** ☐
This is an annual contract. Estimated Expenditure for Amendment: \$251,500.00:

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Add, Delete, or Change pages if necessary)	COMMENTS INCORPORATED
1.	<u>Purchasing Dept.</u> J. Lauro, Director C. Mancuso, Asst. Director	6/18/15	[Signature]	has companion item for July 21 BCC (cancellation)	
2.	<u>Utilities</u> Bob Powell, Director Alan Bollenbacher	6/24/15 6/23/15 440	[Signature]		

Using Dept please provide below information:

- A. ☐ Yes, funding for this project is using grant funding. ☒ No, funding for this project is not using grant funding.
If grant funding is being used you must provide Purchasing with the exact clauses that need to be on attached document.
- B. _____ Initial and Date Funding is available for this project.
Provide title of funding source _____
- C. Please check attached vendor list. Circle vendors you want bids mailed to. Add additional vendors with complete information (Name, Address, Phone and Email)

3.	<u>Risk Management Director</u> Attn: Virginia E. Holscher (Check applicable box at right)	6/24/15	VEH	Amendment - requirements in original.	HIGH RISK
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RETURN ALL DOCUMENTS TO PURCHASING

Make all inquiries to: Patti Fontaine at Extension 4-3147
in order to meet the following schedule, please return your requirements to Purchasing by: **ASAP**

TENTATIVE DATES	
Advertisement:	Opening: