

INTEROFFICE MEMO

To: Stephen M. Spratt, County Administrator
From: Joseph Lauro, Director of Purchasing *Joe Lauro*
Subject: Award of Bid – Landscape Installation and Related Maintenance of CR1 (Sunset Point Road to Tampa Road)
Contract No. 045-792-B (RC) CIP 922029
Date: November 30, 2005

RECOMMENDATION: I RECOMMEND THE COUNTY ADMINISTRATOR AWARD THE BID FOR LANDSCAPE INSTALLATION AND RELATED MAINTENANCE OF CR1 (SUNSET POINT ROAD TO TAMPA ROAD), WITH NATURAL DESIGNS LANDSCAPING, INC., LUTZ, FLORIDA ON THE BASIS OF BEING THE LOWEST RESPONSIVE, RESPONSIBLE BID RECEIVED MEETING SPECIFICATIONS. BIDS ARE ON FILE IN THE PURCHASING DEPARTMENT.

ESTIMATED TOTAL EXPENDITURE THROUGH
JANUARY 31, 2009, NOT TO EXCEED: \$210,523.82

Funding is provided through the Penny for Pinellas Capital Improvement Project.

DISCUSSION: This contract will be in effect from the date of the notice to proceed until January 31, 2009. The anticipated start date for this contract is February 1, 2006. The term of this contract coincides with all previous highway road median improvement projects. This contract allows for two (2) additional twenty-four month options of renewal. The options of renewal allow for a price adjustment based on the Consumer Price Index (CPI), for all Urban Consumers, Not Seasonally Adjusted or five (5%) percent, which ever is less. Each option of renewal is contingent upon the availability of funds and approval by the County Administrator or the Director of Purchasing depending upon annual expenditure.

Contract Period: February 1, 2006 THROUGH January 31, 2009 N/A – One Time Purchase

Renewal Options: Terms Remaining 2 Length of Each Term 24Months None

Increase Allowances:
At the time of renewal,
based on the CPI, Not
to Exceed five (5%)
percent

APPROVED: MSR [Signature]
STEPHEN M. SPRATT
County Administrator

Date of Approval: 12/6/05

Attachments: Contract Review
Department Recommendation to Award
Project Financial Overview
Bid Tabulation



P.W. ADMINISTRATION
 HIGHWAY
 ENGINEERING
 TRANSPORTATION
 FINANCIAL SERVICES
 GEOGRAPHIC SERVICES
 FACILITY DESIGN & CONSTRUCTION

MEMORANDUM

TO: Joe Lauro, Director of Purchasing *[Signature]* 1/12/06

THROUGH: Barbara Kuhl, Director of Financial Services
 Jorge M. Quintas, P.E., Director of Engineering *[Signature]* 1/10/06

FROM: Ivan J. Fernandez, P.E., Division Engineer, Civil/Site Engineering *[Signature]*

SUBJECT: 045-792-B Landscape Installation and Related Maintenance of CR1 from Sunset Point Road to Tampa Road

DISTR: Anne Kramer, Registered Landscape Architect, Civil Site Division
 Rick Casamo, Purchasing
 Dorothy Lennox, Financial Services
 Candy Mancuso, Assistant Director, Purchasing

DATE: January 10, 2006

It has come to my attention that two pay items under the category of 'Unspecified Work' were inadvertently omitted from the contract award total. Page 24 of the Bid Summary Page shows the \$44,000 that we would like to add onto the contract at this time. We have been informed that the corrected contract total of \$254,523.82 is beyond the scope of the Purchasing Department to approve and will have to go before the BCC for approval. This letter is a request to begin that action.

RECEIVED
 JAN 13 2006
 PURCHASING

RECEIVED
 JAN 11 2006
 PUBLIC WORKS
 Director of Financial Services / Contracts

SECTION F - BID SUMMARY PAGE - CONTINUED

PHASE 1, Part 2 – O&M Landscape Maintenance on County Road 1 (CR1) from Sunset Point Road to Curlew Road from acceptance of installation to 1/31/09.

Item #	Qty.	Units	Description	Unit Price	Extended Price
582-0100	46	Each Cycle	Landscape Maintenance	\$ 500.00	\$23,000.00

PHASE 2 – O&M Landscape Maintenance on County Road 1 (CR1) from Curlew Road to Tampa Road from 5/26/07 to 1/31/09.

Item #	Qty.	Units	Description	Unit Price	Extended Price
582-0100	27	Each Cycle	Landscape Maintenance	\$ 375.00	\$ 10,125.00

COST	PHASE 1, Part 1CIP	\$ 177,383.27	177,398.82 *
COST	PHASE 1, Part 2 O&M	<u>\$ 23,000.00</u>	
COST	PHASE 2 O&M	<u>\$ 10,125.00</u>	
TOTAL BID		\$ 210,508.27	210,523.82 *

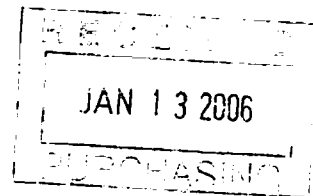
UNSPECIFIED WORK: Items indicated are not guaranteed to be needed during contract period and will be ordered solely at the discretion of the County.

Item #	Qty.	Units	Description	Unit Price	Extended Price
586-0100	\$20,000.00	Dollars	Unspecified Work	\$20,000.00	\$20,000.00
983-0200	600	1,000 Gal	Watering for Landscape Plants (Supplemental Allowance)	\$ 40.00	\$ 24,000.00
Total:					\$ 44,000.00

NOTE: BIDS SHOULD BE SUBMITTED IN DUPLICATE

BIDDER MUST COMPLETE FOLLOWING

BIDDERS ARE CAUTIONED THAT THE POLICY OF THE BOARD OF COUNTY COMMISSIONERS, PINELLAS COUNTY, IS TO ACCEPT THE LOWEST RESPONSIBLE BID RECEIVED MEETING SPECIFICATIONS. NO CHANGES REQUESTED BY A BIDDER DUE TO AN ERROR IN PRICING WILL BE CONSIDERED AFTER THE BID OPENING DATE AS ADVERTISED. BY SIGNING THIS PROPOSAL FORM BIDDERS ARE ATTESTING TO THEIR AWARENESS OF THIS POLICY.



TABULATION OF BIDS

Landscape Installation and Related Maintenance of CR11 (Sunset Point Road to Tampa Road)

045-792-B (RC)

Bidder	Basic Bid	Unspecified Work	Total Bid
Natural Designs Landscaping, Inc.	\$210,523.82	\$44,000.00	\$254,523.82
Vila & Son Landscaping Corp.	\$298,088.54	\$44,000.00	\$342,088.54

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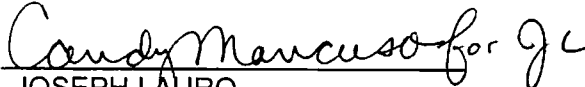
To: Joseph Lauro, Director of Purchasing
From: Richard Casamo, CPPB, Procurement Analyst
Subject: Scrivener Error – Landscape Installation and Related Maintenance of CR1 (Sunset Point Road to Tampa Road)
Contract No. 045-792-B (RC)
Date: February 22, 2006

RECOMMENDATION: I RECOMMEND THE DIRECTOR OF PURCHASING APPROVE THE CORRECTION OF A SCRIVENER ERROR IN THE AWARD OF BID FOR LANDSCAPE INSTALLATION AND RELATED MAINTENANCE OF CR1 (SUNSET POINT ROAD TO TAMPA ROAD), TO NATURAL DESIGNS LANDSCAPING, INC., LUTZ, FLORIDA.

DISCUSSION: On December 6, 2005, the County Administrator approved the award of Contract Number 045-792-B (RC), for Landscape Installation and Related Maintenance of CR1 (Sunset Point Road to Tampa Road). The amount of award approved by the County Administrator was for \$210,523.82, with an expiration date of January 31, 2009. Public Work's recommendation to award omitted forty-four thousand dollars (\$44,000.00) for unspecified work. The average annual expenditure, including unspecified work, is within the approval limit of the Director of Purchasing and therefore, did not require the approval of the County Administrator.

TOTAL AMOUNT OF AWARD INCLUDING
UNSPECIFIED WORK THROUGH
JANUARY 31, 2009, NOT TO EXCEED: \$254,523.82

ESTIMATED ANNUAL AVERAGE
EXPENDITURE NOT TO EXCEED: \$ 88,841.27

APPROVED: 
JOSEPH LAURO
Director of Purchasing

Date of Approval: 2/24/06

Attachments:

Revised Departmental Recommendation to Award dated January 10, 2006
Corrected Bid Tabulation
Recommendation to Award dated December 6, 2005