

INTEROFFICE MEMO

To: Joseph Lauro, Director of Purchasing  
From: Sue Steele, CPPB, Procurement Analyst  
Subject: Award of Bid – Services - Landscape and Grounds Maintenance, Neighborhood Parks  
Contract No. 067-0137-B (SS)  
Date: February 7, 2007

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RECOMMENDATION: I RECOMMEND THE DIRECTOR OF PURCHASING REJECT THE BID FROM J & R LAWN SERVICE, INC., SEMINOLE, FLORIDA ON THE BASIS OF BEING NON-RESPONSIVE FOR USING A SUB-CONTRACTOR FOR PEST CONTROL, WHICH IS NOT ACCEPTABLE PER THE INVITATION TO BID.

IT IS FURTHER RECOMMENDED THAT THE DIRECTOR OF PURCHASING AWARD THE BID FOR LANDSCAPE AND GROUNDS MAINTENANCE, NEIGHBORHOOD PARKS WITH THE BUDD GROUP, INC., WINSTON-SALEM, NORTH CAROLINA, ON THE BASIS OF BEING THE LOWEST RESPONSIVE, RESPONSIBLE BID RECEIVED MEETING SPECIFICATIONS. BIDS ARE ON FILE IN THE PURCHASING DEPARTMENT.

ESTIMATED ANNUAL EXPENDITURE NOT TO EXCEED: \$33,208.00

Funding is provided through the Parks Department's operating budget.

DISCUSSION: This contract is for landscape and grounds maintenance, which includes:

- Joe's Creek Greenway (24 month cost - \$27,812.00)
- Alternate 1 -Lealman Neighborhood park (12 month cost - \$6,902.00)
- Alternate 2 - Chester Ochs/4H Education Park (12 month cost - \$10,200.00)
- Unspecified Work (24 month cost - \$5,000.00)

Contract Period: 3/1/07 THROUGH 2/28/09  N/A – One Time Purchase

Renewal Options: Terms Length of  None  
Remaining Each Term  
3 12 Months

Increase Allowances: Consumer Price Index (CPI) for all Consumers, Not Seasonally Adjusted, for the twelve months prior to renewal, or 4%, whichever is less.

APPROVED: Candy Mancuso  
JOSEPH LAURO, CPPO/CPPB  
Director of Purchasing *for JL*

Date of Approval: 2/8/07

- Attachments:
1. Contract Review
  2. Department Recommendation
  3. Bid Tabulation
  4. Corporate Identity



**PURCHASING DEPARTMENT  
CONTRACT REVIEW TRANSMITTAL**

CATS  
NO.: 18637

**PROJECT:** Services – Landscape and Grounds Maintenance, ~~Variety~~ **Various Neighborhood Parks**

**BID NUMBER:** 067-0137-B (SS) **REQ. NUMBER:**

**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: 9 and 10 PRODUCT ONLY   
This is an annual/semi-annual/one-time requirement contract. Estimated Expenditure: \$50,000.00 *Annual?*

REVIEW SEQUENCE	REVIEW AUTHORITY	REVIEW DATE	REVIEW SIGNATURE	COMMENTS (Attach Separate page if necessary)	COMMENTS INCORPORATED
1.	Purchasing Dept. Sue Steele	11/13	<i>[Signature]</i> SS	P13,14,18	(SS)
2.	Using Department Director: Paul Cozzie Leah Hoffman	11/14/06 11/13/06	<i>[Signature]</i> <i>[Signature]</i>	Pg 14, 17	(SS)

Using Dept please check attached vendor list. Circle vendors you want bids mailed to. Add additional vendors with complete information (Name, Address, Phone and Fax)

3.	Risk Management Attn: Loretta Hunter <i>(Check applicable box at right)</i>	11/16/06	<i>[Signature]</i>	See pg 9	HIGH RISK <input checked="" type="checkbox"/> NOT HIGH RISK (SS)
4.	BCC Finance Attn: Cassandra Williams	11/20/06	<i>[Signature]</i>		
5.	Asst. County Administrator Attn: Liz Warren	11/27/06	<i>[Signature]</i>		
6.	Asst. County Administrator Attn: Mark Woodard	11/28/06	<i>[Signature]</i>		
7.	Legal Attn: Michelle Wallace	11/28/06	<i>[Signature]</i>		

**\*\*RETURN ALL DOCUMENTS TO PURCHASING\*\***

Make all inquiries to: Sue Steele, CPPB, Procurement Analyst at Extension 44776

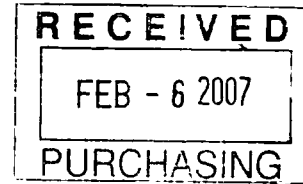
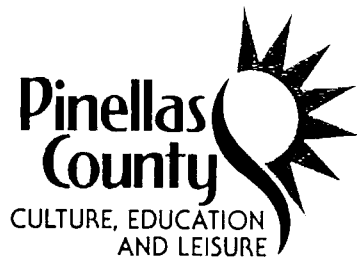
In order to meet the following schedule, please return your requirements to Purchasing by: 11/30/06

10/2006 (ag)

TENTATIVE DATES	
Legal Ad-BID/RFP Mail Out: 12/8/06	NOV 28 2006
BID/RFP Opening: 1/11/07	
Board/County Admin/Purchasing Director Approval: 1/23/07	

**RECEIVED**

COUNTY ATTORNEY



**MEMORANDUM**

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TO: Sue Steele, Procurement Analyst, Purchasing Department  
FROM: Paul Cozzie, Bureau Director, Culture, Education and Leisure  
SUBJECT: Recommendation of Bid # 067-0137 – B (SS)  
DISTRIBUTION: Leah Hoffman, CPRP, Parks and Recreation Operations Manager  
DATE: February 5, 2007

The Parks and Recreation Department is recommending The Budd Group, Inc. be awarded the contract for Landscape and Grounds Maintenance – Bid# 067-0137-B (SS) in the amount of \$49,914. This amount will include Alternate 1 (Lealman Neighborhood Park) and Alternate 2 (Chester Ochs/4H Education Center).

Low bidder, J & R Lawn Service (\$41,844) is deemed non-responsive as they contract out chemical spray as part of the contract.

It is the understanding of the Department should fiscal funding be eliminated during the contract period that a 30 day notice to the Contractor can be given to cancel the contract without penalty to the County.

Please contact Leah Hoffman at 464-4167 if you have any questions.

**PINELLAS COUNTY GOVERNMENT, FLORIDA**

**Cost Proposal Tabulation**

**BID # 067-0137-B (SS)**

**Bid Title : Services - Landscape and Grounds Maintenance, Neighborhood Parks**

**Date & Time Due: January 9, 2007 @ 3:00 p.m.**

Vendor	Joe's Creek Greenway Neighborhood Park:	Alternate 1 - Lealman Neighborhood Park:	Alternate 2 - Chester Ochs/4H Education Center:	Alternate 3 - Palm Harbor Resort-Boat Ramp:	Unspecified Work:	Grand Total	Hourly Rate for Additional Work:	Delivery Days After Receipt of Order:
The Budd Group, Inc.	\$27,812.00	\$6,902.00	\$10,200.00	\$9,860.00	\$5,000.00	\$59,774.00	\$30.00	30
A W Lawn Care	\$112,000.00	\$30,438.00	\$74,760.00	\$22,828.50	\$5,000.00	\$245,026.50	\$80.00	10
Green Thumb, Inc.	\$66,300.00	\$11,900.00	\$17,850.00	\$13,770.00	\$5,000.00	\$114,820.00	N/A	30
Commercial Maintenance Services	89,999.36	\$4,800.12	\$5,600.14	\$8,400.04	\$5,000.00	\$23,800.30	\$31.25	20
Lawscapers	\$29,900.00	\$9,820.00	\$12,920.00	\$7,600.00	\$5,000.00	\$65,240.00	\$100.00	10
Prodigy Environmental Care, Inc.	\$47,260.00	\$10,132.00	\$12,716.00	\$10,166.00	\$5,000.00	\$85,274.00	\$34.00	7
Buccaneer Landscape Management Corp.	\$85,800.00	\$9,000.00	\$27,000.00	\$9,000.00	\$5,000.00	\$135,800.00	\$35.00	10
Florida Environmental Care	\$71,264.00	\$5,270.00	\$7,446.00	\$7,276.00	\$5,000.00	\$96,256.00	\$35.00	N/A
NDL, LLC, Natural Designs Landscaping	\$187,340.00	\$22,800.00	\$24,000.00	\$6,120.00	\$5,000.00	\$245,260.00	\$35.00	N/A
<b>Mathematic Errors</b>								
J & R Lawn Service, Inc. was deemed non-responsive (using sub-contractor for Pest Control License)								