4

SUBJECT: LANDSCAPE MAINTENANCE SERVICES FOR DOWNTOWN CITY OF JACKSONVILLE RIGHTS OF WAY AND OTHER PROPERTIES (SOUTHBANK DISTRICT)

BID #: SC-0421-23 **OPEN DATE:** 9/27/2023

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – DATE OF AWARD THROUGH SEPTEMBER 30, 2024 WITH TWO (2) TWO-YEAR RENEWAL OPTIONS

AGENCY: MOWING AND LANDSCAPE MAINTENANCE DIVISION

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

NUMBER OF BIDS INVITED: 36 **NUMBER RECEIVED:** 5 **OTHER:** 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Request approval to increase the award to Lawn Crafters, LLC by $15,000.00 to ensure sufficient funding for the remainder of FY24. Revised not-to-exceed award amount will be $100,377.20. Period of service will remain unchanged with an expiration date of September 30, 2024 with two (2) two-year renewal options.

Funding for this award will be encumbered from various accounts and executed by Purchase Order(s).

ATTACHMENTS: Recommendation Memo, Previous Award

ANALYST: _____
DAVID KLAGES

RESPECTFULLY SUBMITTED: _____
DUSTIN FREEMAN, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: DAVE MCDANIEL, CHIEF, MOWING AND LANDSCAPE MAINTENANCE DIVISION

(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 _____

DocuSign Envelope ID: D9A0F312-88FA-4F16-874D-5C2150B31C36

City of Jacksonville, Florida

Donna Deegan, Mayor

Department of Public Works

Mowing & Landscape Maintenance Division
609 St. Johns Bluff Road, N.
Jacksonville, FL 32225
(904) 255-4299
Jacksonville.gov

A NEW DAY.

MEMORANDUM

TO: **Dustin L. Freeman, Chief**
Procurement Division

THRU: **Nina Sickler, P.E., Director**
Public Works Department

FROM: **Dave McDaniel, Chief**
Mowing and Landscape Maintenance Division

SUBJECT: **NTE Increase – POA-70844-24, Bid #SC-0421-23**
Lawn Crafters LLC
Landscape Maintenance Services for Downtown City of Jacksonville Rights of Way and Other Properties (Southbank District)

DATE: **April 12, 2024**

The Department of Public Works, Mowing and Landscape Maintenance Division recommends the current NTE amount of $85,377.20 be increased by $15,000.00 for expanded services through the agreement period of September 30, 2024.

Accordingly, the revised NTE amount will be $100,377.20.

Funding for this award will continue to be encumbered by individual releases against the appropriate purchase order agreement, dependent on funding, the appropriate account, and fiscal year.

Please contact Russ Perry at 255-4306 with any questions.

Attachment:
- Original Award

cc: Tammy Duggan, Public Works Contract and Finance Manager

DocuSign Envelope ID: D9A0F312-88FA-4F16-874D-5C2150B31C36

SUBJECT: LANDSCAPE MAINTENANCE SERVICES FOR DOWNTOWN CITY OF JACKSONVILLE RIGHTS OF WAY AND OTHER PROPERTIES (SOUTHBANK DISTRICT)

BID #: SC-0421-23 **OPEN DATE:** 9/27/2023

GENERAL GOVERNMENT AWARDS COMMITTEE

KIND AND BASIS OF CONTRACT: SUPPLY CONTRACT – DATE OF AWARD THROUGH SEPTEMBER 30, 2024 WITH TWO (2) TWO-YEAR RENEWAL OPTIONS

AGENCY: MOWING AND LANDSCAPE MAINTENANCE DIVISION

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

NUMBER OF BIDS INVITED: 36 **NUMBER RECEIVED:** 5 **OTHER:** 2

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
Recommend approval to reject Freedom Landscape & Lawn Maintenance, Inc. for not utilizing the Bid Proposal Form that was revised in Addendum 2 as required.

Recommend approval of award to Lawn Crafters, LLC as the lowest responsive, responsible bidder in the not-to-exceed award amount of $85,377.20. Period of service will be from the date of award through September 30, 2024 with two (2) two-year renewal options.

Funding for this award will be encumbered from various accounts and executed by Purchase Order(s).

ATTACHMENTS: Recommendation Memo, Bid Tabulation, Rejection Letter, Addendum 2, Terms & Conditions, Specifications

ANALYST: DAVID KLAGES **RESPECTFULLY SUBMITTED:** DUSTIN FREEMAN, CHIEF PROCUREMENT DIVISION

CONCURRENCE BY: DAVE MCDANIEL, CHIEF, MOWING AND LANDSCAPE MAINTENANCE DIVISION

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

MEMBERS APPROVING 3 MEMBERS DISAPPROVING 0 DATE: 10/12/2023

OTHER:

ACTION OF AWARDING AUTHORITY DATE 10/12/23

APPROVED ✓ DISAPPROVED

OTHER

SIGNATURE OF AUTHENTICATION Karen Bowling
Chief Administrative Officer
For: Mayor Donna Deegan
Under Authority Of:
Executive Order No: 2023-02