



Interoffice Memorandum

January 4, 2018

TO: Mayor Teresa Jacobs
and the Board of County Commissioners

FROM: Carrie Woodell, Manager, Procurement Division

CONTACT: Deodat Budhu, P.E., Manager, Roads and Drainage Division
407-836-7874

SUBJECT: Ratification of Purchase Order M86986, Landscape Maintenance
Services Roads and Drainage Lot A

ACTION REQUESTED:

Ratification of Purchase Order M86986, Landscape Maintenance Services Roads and Drainage Lot A, with Lawnwalker Services, Inc., in the amount of \$164,674.

PROCUREMENT:

Additional funding to support continued landscape maintenance, including mowing (inclusive of edging, herbicide treatment, grass clipping and litter removal), brush control, fertilization of turf, tree and plant replacement, maintenance of planted beds and trees, removal of dead or fallen trees, straightening of established trees, inlet opening cleaning, and sodding as ordered by the county.

FUNDING

Funding is available in account number 1002 072 2906 3816.

APPROVALS:

The Roads and Drainage Division concurs with this recommendation.

REMARKS:

Landscape Maintenance Services Roads and Drainage Lot A had been performed under contract Y16-1085A by Begley's Cleaning Service, Inc. dba Millennium Grounds and Waters. Due to performance issues occurring close to the contract renewal time, the contract was not renewed creating the need to issue an emergency purchase order. This allowed for continuous service until a new solicitation was issued and awarded.

Pricing for the temporary service was obtained from the pre-qualified contractor, Lawnwalker Services, Inc., currently providing services for Lot B. Services started October 10, 2017, and continued through January 5, 2018.

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Ratification of Purchase Order M86986, Landscape Maintenance
Services Roads and Drainage Lot A

During this time, a new solicitation for these services was issued and was approved by the Board on January 9, 2018.

Purchase Order M86986 was issued in the amount of \$41,168.50 for service starting October 10, 2017. Change order number one was issued to increase the amount to \$123,505.50 for service starting on November 10, 2017. Change order number two was issued to increase the amount to \$164,674 for service starting on December 10, 2017.