

TOWN OF DAVIE

TOWN COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers

FROM/PHONE: Herb Hyman/797-1016

SUBJECT: Resolution

AFFECTED DISTRICT: N/A

TITLE OF AGENDA ITEM: A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BID FOR LAWN MAINTENANCE AT VARIOUS UTILITY SITES.

REPORT IN BRIEF: A competitive bid was conducted for lawn maintenance at various Utility Department sites. The Town sent out specifications to twenty-nine (29) prospective bidders. Additionally, the bid was advertised state-wide in Florida Bid Reporting and nationally in BidNet and also posted on the Town's web site. The Town received five (5) bids. The recommendation is for EDJ Lawn Service, Inc. as the lowest responsive and responsible bidder. The initial term of the contract is one (1) year with options to extend for two (2) additional one (1) year periods by mutual agreement of the parties. Contract extensions, if appropriate, will be handled administratively by staff subject to budgetary approval by Town Council.

PREVIOUS ACTIONS: Not applicable

CONCURRENCES: The recommended award has been reviewed by the Utilities Director and the Bid Specification Committee who concur with the decision to award to EDJ Lawn Service, Inc.

FISCAL IMPACT:

Has request been budgeted? yes

If yes, expected cost: \$12,340.00/yr.

Account Name: Utilities Department-Contractual Services Account

Additional Comments: Not applicable

RECOMMENDATION(S): Motion to approve the resolution.

Attachment(s):

Procurement Authorization

Bid opening report

RESOLUTION NO. _____

A RESOLUTION OF THE TOWN OF DAVIE, FLORIDA, ACCEPTING THE BID FOR LAWN MAINTENANCE AT VARIOUS UTILITY SITES.

WHEREAS, the Town is in need of lawn maintenance at various Utility Department sites; and

WHEREAS, the Town solicited sealed bids for such lawn maintenance services; and

WHEREAS, after review, the Town Council wishes to accept the bid from EDJ Lawn Service, Inc.

NOW, THEREFORE, BE IT RESOLVED BY THE TOWN COUNCIL OF THE TOWN OF DAVIE, FLORIDA:

SECTION 1. The Town Council hereby accepts the bid from EDJ Lawn Service, Inc. for lawn maintenance at various Utility Department sites in the amount of \$12,340.00/yr.

SECTION 2. The Town Council hereby authorizes the expenditure from the Utilities Department-Contractual Services Account.

SECTION 3 The initial term is one (1) year with options to extend the contract for two (2) additional one (1) year terms by mutual agreement of the parties. Contract extensions, if appropriate, will be handled administratively by staff subject to budgetary approval by Town Council.

SECTION 4. This resolution shall take effect immediately upon its passage and adoption.

PASSED AND ADOPTED THIS _____ DAY OF _____, 2003

MAYOR/COUNCILMEMBER

Attest:

TOWN CLERK

APPROVED THIS _____ DAY OF _____, 2003

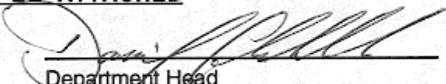
TOWN OF DAVIE PROCUREMENT AUTHORIZATION

ACCOUNT NUMBER. BUDGET ITEM & DESCRIPTION APPROXIMATE COST
040-1058-536-0306 ✓ Lawn Maintanece \$ 12,000
CONSTRUCTION SERVICES

METHOD OF PROCUREMENT (check the one that applies)

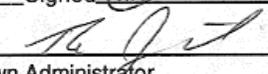
- Open Competitive Bidding
- Piggyback on Contract Number _____
- Sole Source
- Request For Proposals

SPECIFICATIONS & LIST OF VENDORS MUST BE ATTACHED

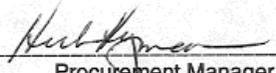
Signed 
 Department Head

Have Funds been Reserved REQ. 28227

Date 1/25/12 Signed 

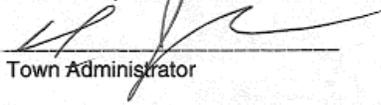
Signed 
 Town Administrator

VENDOR	BIDS SUBMITTED	COST
<u>EDJ LAWN SERVICE</u>		<u>\$12,340.00</u>
<u>ANPRAL LANDSCAPING</u>		<u>\$ 3,600.00</u>
<u>PINDELLS LAWN CARE</u>		<u>\$13,700.00</u>
<u>RLM LAWN + LANDSCAPE</u>		<u>\$ 16,000.00</u>
<u>U. S. LAWNS</u>		<u>\$ 20,520.00</u>

Signed 
 Procurement Manager

TOWN ADMINISTRATOR'S RECOMMENDATION

Vendor	Cost
<u>EDJ LAWN SERVICE</u>	<u>\$ 12,340.00</u>

Signed 
 Town Administrator

BID OPENING REPORT

BID NAME: LAWN MAINT- UTILITIES

TIME: 2:13pm

BID NUMBER: B-03-23

DATE: 1/2/03

ESTIMATED COST: 812,000.00

NO.	CONTRACTOR'S NAME	BID AMOUNT	RANK
1.	RUM LAWN + LANDSCAPE	\$16,000.00	
2.	U.S. LAWNS	\$20,520.00	
3.	ED J LAWN SERVICE	\$12,340.00	
4.	PINDEN'S LAWN CARE	\$13,700.00	
5.	ANDRAL LANDSCAPING	\$13,600.00	
6.			
7.			
8.			
9.			
10.			

REMARKS

NOTE: THE ABOVE BID AMOUNTS HAVE NOT BEEN CHECKED, AND BID TOTALS ARE SUBJECT TO CORRECTION AFTER THE BIDS HAVE BEEN COMPLETELY REVIEWED.

THIS IS ONLY A FINANCIAL RANKING OF ALL THE BIDS RECEIVED. THE USING DEPARTMENT IS RESPONSIBLE FOR REVIEWING THE BIDS FOR COMPLIANCE WITH ALL THE BID SPECIFICATIONS PRIOR TO SUBMITTAL OF LETTER OF RECOMMENDATION.

PURCHASING OFFICIAL: [Signature]
 WITNESS: [Signature]

DATE: 1/2/03
 DATE: 1/2/03