

EXECUTIVE SUMMARY

Recommendation for Bid Renewal and Additional Spending Authority 16-021T – Grounds Maintenance Services

Invitation to Bid (ITB) 16-021T was approved, as amended by the School Board, on October 20, 2015, for a one (1) year bid term January 1, 2016 through December 31, 2016 with four (4) one (1) year renewal options, and a spending authority of \$7,500,000, which was originally intended to cover expenditures for a three (3) year bid term. The School Board since then has also approved the first one (1) year renewal option January 1, 2017 through December 31, 2017 at its August 16, 2016, Regular School Board Meeting, at which time, the spending authority was reduced from \$7,500,000 to \$3,200,000 due to the reduction of the bid term and historical expenditure data based on purchase orders issued to-date at that time.

This request is to exercise the second option-to-renew ITB 16-021T - Grounds Maintenance Services for an additional one (1) year period, January 1, 2018 through December 31, 2018, and increase the spending authority by an additional \$2,435,000 for a new contract value of \$5,635,000.

The Physical Plant Operations (PPO) department utilizes this bid to provide grounds maintenance services to one-hundred sixty-two (162) District sites.

Green Horizon Services, Inc., currently uses ten (10) local subcontractors to perform grounds maintenance services for the District listed on Page 2. As such, Green Horizon Services, Inc. is able to provide the District with overall low rates, including a rate of \$0.001 per square foot for lawn mowing services. Market research for South Florida shows lawn mowing services rates commonly between \$0.00391 up to \$0.07 per square foot. When comparing rates from other governmental entities, such as the City of Tampa, which currently pays \$0.00391 per square foot, the lowest found during market research, the District receives a more cost-effective rate for lawn mowing services, therefore resulting in substantial savings to the District.

Effective January 1, 2016, additional PPO oversight was assigned to monitor vendor performance on this contract. In addition, a supplier evaluation-rating tool has been incorporated into each service sign-off form. School staff must continue to approve the services performed at their site (mowing, fertilization, hedge trimming, etc.) and are now continually rating the vendors' performance. Hundreds of school evaluations have been consistently good, very good, or excellent since the start of the current contract term. Any performance deficiencies that may occur are now corrected within forty-eight (48) hours.

Overall, PPO staff are satisfied with the performance of the current vendor and recommends the renewal of ITB 16-021T for an additional one (1) year period.

Bid Renewal
16-021T – Grounds Maintenance Services
December 5, 2017
Page 2

Financial Impact

The additional spending authority requested is \$2,435,000 as demonstrated in the breakdown below:

Historical average monthly expenditure	\$150,350
Number of remaining months on current award	4
Additional spending authority requested for current award	\$601,400
Less unused authorized spending to-date	-\$193,001
<u>Total additional spending authority requested for current award (A)</u>	<u>\$408,399</u>
Number of months requested on renewal	12
<u>Estimated forecasted spend on renewal (B)</u>	<u>\$1,804,200</u>
Ten (10) percent contingency provision for current and renewal award	\$221,260
<u>Additional spending authority requested A + B (rounded)</u>	<u>\$2,435,000</u>

List of Subcontractors

(Subcontractors are not officially certified Small/Minority/Women Business Enterprise (S/M/WBE))

- Arboreal Property Services, LLC
- Camm Landscape Maintenance, Inc.
- Earth Lawn & Maintenance, Inc.
- Jacques Property Preservations, LLC
- Manuel's Landscape Maintenance & Designs, Inc.
- Matthew Lawn Service, Inc.
- Moriste Landscaping, LLC
- R.P.D.L Plus, Inc.
- SC Landscaping Services, LLC
- Super Landscaping Services, Inc.