

# BOARD OF PORT COMMISSIONERS OF THE LEE COUNTY PORT AUTHORITY

<p>1. <b>REQUESTED MOTION/PURPOSE:</b> Request Board award Service Provider Agreements in accordance with RFB 24-0071MC for Landscape Services at FMY to Leecount LLC, DBA US Lawns of Fort Myers at an annual base bid cost of \$124,595.52; and Grow Care Outdoor Solutions, LLC at an annual base bid cost of \$167,541.72. Additionally, allow the Executive Director to authorize up to \$100,000.00 annually in additional work outside the base bid amount based on contracted time and material pricing.</p> <p>2. <b>FUNDING SOURCE:</b> UH5120041203.503490</p> <p>3. <b>TERM:</b> Two (2) years commencing October 1, 2024 upon Board approval and authorizes the Executive Director to approve up to two (2) additional two (2) year terms.</p> <p>4. <b>WHAT ACTION ACCOMPLISHES:</b> Establishes a primary and secondary service provider to perform landscape services throughout various locations at Page Field per the terms and conditions of the approved Service Provider Agreements.</p>	<p>5. <b>CATEGORY:</b> 15 Consent Agenda</p> <hr/> <p>6. <b>ASMC MEETING DATE:</b> 8/20/2024</p> <p>7. <b>BoPC MEETING DATE:</b> 9/5/2024</p>
--	---

<p>8. <b>AGENDA:</b></p> <p>_____ CEREMONIAL/PUBLIC PRESENTATION</p> <p><u>  X  </u> CONSENT</p> <p>_____ ADMINISTRATIVE</p>	<p>9. <b>REQUESTOR OF INFORMATION:</b> (ALL REQUESTS)</p> <p>NAME <u>Mark R. Fisher</u></p> <p>DIV. <u>Aviation</u></p>
--	---

10. **BACKGROUND:**

On April 18, 2024 the Lee County Port Authority (Authority) advertised RFB 24-0071MC, Landscape Services at Page Field Airport utilizing the Port Authority's automated procurement system. The scope of work outlined in the RFB includes mowing, pruning, tree trimming, fertilization, pest control, and basic irrigation services at various landside and airside locations at Page Field. The Agreement also allows for additional work outside of the base scope of services at contracted time and materials pricing and with prior authorization of the Authority. Additionally, the Agreement allows for emergency debris removal at contracted pricing and with prior authorization by the Authority.

On May 22, 2024, the Authority received the following five (5) qualifying bids with the following base bid annual pricing:

1. LeeCount LLC, DBA US Lawns of Fort Myers:	\$124,595.52
2. Grow Care Outdoor Solutions, LLC:	\$167,541.72
3. Superior Landscaping and Lawn Service, Inc.:	\$179,824.08
4. Greenscapes of Southwest Florida, LLC:	\$193,948.92
5. P&T Lawn & Tractor Service, Inc.:	\$238,200.00

## 11. RECOMMENDED APPROVAL

<u>DEPUTY EXEC DIRECTOR</u>	<u>COMMUNICATIONS AND MARKETING</u>	<u>OTHER</u>	<u>FINANCE</u>	<u>PORT ATTORNEY</u>	<u>EXECUTIVE DIRECTOR</u>
Mark R. Fisher	Victoria B. Moreland	N/A	David W. Amdor	Andrea R. Fraser	Steven C. Hennigan

<p>12. <b>SPECIAL MANAGEMENT COMMITTEE RECOMMENDATION:</b></p> <p>APPROVED <b>X (6-0)</b></p> <p>APPROVED as AMENDED</p> <p>DENIED</p> <p>OTHER</p>	<p>13. <b>PORT AUTHORITY ACTION:</b></p> <p>APPROVED</p> <p>APPROVED as AMENDED</p> <p>DENIED</p> <p>DEFERRED to</p> <p>OTHER</p>
---	---

## **Background (continued)**

Staff requests the Board award Service Provider Agreements (SPA), in accordance with RFB 24-0071MC, to both Leecount LLC, DBA US Lawns of Fort Myers, the lowest, responsive bidder with an annual base bid amount of \$124,595.52 and to Grow Care Outdoor Solutions, LLC, the second lowest, responsive bidder with an annual base bid amount of \$167,541.72. Staff also requests the Board authorize the Executive Director to authorize up to \$100,000.00 annually in additional work outside the base bid amount based on contracted time and material pricing.

The terms of the SPAs are two (2) years beginning on or about October 1, 2024 with two (2) additional two (2) year term options at the discretion and approval of the Executive Director. The Authority intends to utilize US Lawns of Fort Myers as the primary service provider and Grow Care Outdoor Solutions as the secondary service provider, only in the event the primary is unable to perform the work as required, and in accordance with the approved annual operating budget.

### **Attachments:**

1. RFB 24-0071MC
2. Bid Tabulation
3. US Lawns Bid Document
4. Grow Care Bid Document
5. US Lawns SPA
6. Grow Care SPA