



City of Hollywood

Hollywood City Hall
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Hollywood, FL 33020
<http://www.hollywoodfl.org>

Legislation Text

File #: R-2016-211, **Version:** 1

A Resolution Of The City Commission Of The City Of Hollywood, Florida, Authorizing The Appropriate City Officials To Issue The Attached Change Order Revising The Blanket Purchase Order Between Nice & Smooth Landscape Corporation And The City Of Hollywood, To Provide Grounds Maintenance By Increasing The Estimated Annual Expenditure Of \$94,150.00 To \$145,273.00 For The Remainder Of The Second Year Of The Initial Three Year Contract Period, And From \$145,273.00 To \$167,728.00 For The Third Year Of The Initial Three Year Contract Period.

Staff Recommends: Approval of the Attached Resolution.

Explanation:

The Department of Public Works required multiple contracts for City-Wide Grounds Maintenance Services City-wide for twelve (12) zones identified and set aside to be serviced by local Hollywood vendors.

On March 11, 2014, Set-Aside Bid F-4399-14-RD was posted on the City's website and was mailed to sixty-five (65) local Hollywood vendors and the bid was advertised online via the City's website and DemandStar in accordance with the City's Purchasing Ordinance, Section 38.42(A) (1).

Bid F-4399-14-RD was opened at 3:00 P.M. on March 25, 2014, and resulted in responses from five (5) bidders.

On June 18, 2014, the City Commission approved Resolution R-2014-170, authorizing the issuance of Blanket Purchase Orders with four (4) local vendors including blanket purchase order number B002617 with Nice & Smooth Landscape Corporation for Grounds Maintenance Services for an initial three (3) year contract period.

On June 25, 2014 Procurement Services established Blanket Purchase Order Number B002617 with Nice & Smooth Landscape Corporation to provide grounds maintenance services including additional services as operationally necessary Citywide in an annual estimated expenditure amount of \$94,150.00.

The Department of Public Works required the need for plant and shrub installation services utilizing the "additional services" line of this grounds maintenance blanket purchase order while the bid solicitation and award process for landscape design and field services & plant and shrub installation was taking place. The Public Works had to make increases because of the elimination of removing

some zones from two companies who had failed to perform, and we thus needed to increase the other BPO's of the other companies Speedy Valdes and Nice & Smooth, to take up these added zones; thus a need to increase the BPO's. The City also added new areas of the City into the landscaping requirements that were not previously included which were the Pembroke Wall landscaping, Stan Goldman Park, and Charles Vollman Park. We do have the funding however for the amounts of the needed BPO's increase in our Public Works Budget for these areas and contracts.

Public Works also have and will experience operational need situations where other "additional services" are required such as debris removal, sod preparation, etc. which are on an as needed basis during the course of the contract.

The required additional services performed along with the monthly grounds maintenance services have increased the estimated annual expenditure.

The Department of Public Works grounds maintenance contract with Nice & Smooth Landscape Corporation is designed to provide routine landscape maintenance at various municipal parks, facilities, and rights-of-ways throughout the City of Hollywood.

In addition the contracted vendor was utilized to perform the additional services, plant and shrub installations citywide, while contracts for these landscape design and field services were being solicited.

Firstly, the Department of Public Works requires an increase to the annual expenditure amount of the blanket purchase order, number B002617, during the current term, 7/1/2015 - 6/30/2016, from \$94,150.00 to \$145,273.00.

This is an increase of \$51,123.00 based upon the following summary detailing the explanation for the increase;

- \$94,150.00 is the original obligated contract amount
 - \$98,000.00 Expended to date
 - \$10,000.00 Pending invoice (services rendered, not paid to date)
 - \$17,203.00 Invoices for Additional Services. Additional services is within the scope of the effort; however, the initial funding of \$94,150.00 did not include funding for additional services
 - \$20,070.00 Amount needed to cover operations to include a newly added Zone (Charles Vollman Park). Average weekly cost is \$2,700.00 from 5/16/2016 - 7/1/2016. 7 weeks x \$2,700.00 = \$18,900.00 + two services at Charles Vollman Park (\$1,170.00) = \$20,070.00

Secondly, the Department of Public Works also requires an increase to the annual expenditure amount of the blanket purchase order, number B002617, for the next contract term, 7/1/2016 - 6/30/2017, from \$94,150.00 to \$167,728.00.

This is an increase of \$73,578.00 based upon funding the additional services line items and the addition of the new zone, Charles Vollman Park and operational expenses based on current spending.

The landscape design and field services & plant and shrub installation contract has since been awarded; however, the Public Works Department still has an operational need for Nice & Smooth Landscape Corporation to provide "additional services" such as debris removal, sod preparation, etc.; and in relation to this blanket purchase order.

Since the initial agreement award the Department of Public Works have utilized the services of Nice & Smooth Landscape Corporation resulting in satisfactory service and performance.

Nice & Smooth Landscape Corporation has notified the Department of Public works staff that they are capable of providing the required increased services as needed.

The Director of Public Works and the Contract Compliance Officer recommend that the City Commission authorize the increase of the established blanket purchase order's estimated annual expenditure in the additional dollar amount of \$51,123.00 to provide funding for the Department of Public Works increased Citywide operational need for grounds maintenance services and additional services as needed for the remainder of the service contract's second year of the initial three (3) year term expiring on July 1, 2016 and the increased estimated annual expenditure amount shall be \$145,273.00.

The Director of Public Works and the Contract Compliance Officer recommend that the City Commission authorize the increase of the established blanket purchase order's estimated annual expenditure in the additional dollar amount of \$73,578.00 to provide funding for the Department of Public Works increased Citywide operational need for the grounds maintenance services and additional services as needed for the contract's final year of the initial three (3) year term expiring on July 1, 2017 and the increased estimated annual expenditure amount shall be \$167,728.00.

Award is subject to the City's receipt and approval of all insurance certificates required by the City's Risk Manager, along with signed statements of Hold Harmless and Indemnity to the City.

Funding for the required service has been provided in the FY 2016 budget in the Department of Public Works Account Numbers 01.5171.00481.541.005229 Maintenance - Right of Way and 01.5171.00483.541.005224 Maintenance - Facilities and will be budgeted in subsequent fiscal years;

Recommended for inclusion on the agenda by:

Dr. Wazir Ishmael, City Manager

Gus Zambrano, Assistant City Manager/Sustainable Development, Office of the City Manager

Mirtha Dziedzic, Interim Director, Financial Services,

Sylvia Glazer, Director, Public Works

Paul Bassar, Contract Compliance Officer, Office of the City Manager