



Cover Memorandum/Staff Report

File #: 24-340

Agenda Date: 4/9/2024

Item #: 6.H.2.

TO: Mayor and Commissioners
FROM: Samuel Metott, Director, Parks and Recreation
THROUGH: Terrence R. Moore, ICMA-CM
DATE: April 9, 2024

APPROVAL OF RESOLUTION NO. 70-24 TO AWARD AN AGREEMENT WITH J-MAC CLEANING SERVICES, INC. FOR LANDSCAPE MAINTENANCE OF THE GATEWAY FEATURE ALONG ATLANTIC AVENUE PURSUANT TO ITB 2024-004 FOR AN INITIAL THREE-YEAR TERM COST OF \$54,120.00 (\$18,040 PER YEAR) WITH THE OPTION TO RENEW FOR AN ADDITIONAL TWO (2) YEARS- TOTAL CONTRACT VALUE OF \$90,200.00

Recommended Action:

Motion to approve Resolution No. 70-24 to award an agreement with J-MAC Cleaning Services, Inc. for Landscape Maintenance of the Gateway Feature along Atlantic Avenue in the estimated initial three-year term amount of \$54,120.00 (\$18,040 per year) and authorize the City Manager to exercise renewal options, in the amounts detailed below, contingent upon appropriation of funds.

Background:

On December 4, 2023, the City of Delray Beach (City) through the Department of Parks and Recreation, advertised Invitation to Bid No. 2024-004 for Landscape Maintenance of the Gateway Feature along Atlantic Avenue.

Six (6) bids were received from J-Mac Cleaning Services, Inc., Fresh Start Maintenance, Inc., PI Solutions Consulting LLC., Elite Landscaping, Property Works, and AAA Greencut LLC.

J-MAC Cleaning Services, Inc. has been deemed the most responsive and responsible vendor recommended for award. The term of the Agreement will be for three (3) years with the option to renew for an additional two (2), one-year periods.

This contract will provide landscape maintenance, including weeding, mowing, trimming of shrubs, litter control, fertilization, etc.

Should the City exercise the renewal options provided in the contract, the cumulative contract value is provided below:

Estimated Contract Value		
Initial Term - Year 1	April 4, 2024 - April 3, 2025	\$ 18,040.00
Initial Term - Year 2	April 4, 2025 - April 3, 2026	\$ 18,040.00
Initial Term - Year 3	April 4, 2026 - April 3, 2027	\$ 18,040.00

Renewal 1	April 4, 2027 - April 3, 2028	\$ 18,040.00
Renewal 2	April 4, 2028 - April 3, 2029	\$ 18,040.00
	Total	\$ 90,200.00

The above amounts include a contingency amount of \$320.00 per contract term for additional sod replacement, plant and tree installation, fertilizer, pest control, and hurricane debris removal, as needed.

This motion is in accordance with Code of Ordinances Chapter 36 Commission Approval Required.

Attachments:

1. Agenda Memo
2. Legal Review
3. Resolution No 70-24
4. ITB 2024-004
5. Vendor Submittal

City Attorney Review:

Approved as to form and legal sufficiency.

Funding Source/Financial Impact:

001-72-738-572.34-90; Other Contractual Services

Timing of Request:

This is time sensitive.