



Cover Memorandum/Staff Report

File #: 23-227 CRA

Agenda Date: 11/16/2023

Item #: 6I.

TO: CRA Board of Commissioners
FROM: Christine Tibbs, Assistant Director
THROUGH: Renée A. Jadusingh, Executive Director
DATE: November 16, 2023

FIRST AMENDMENT TO THE LANDSCAPE MAINTENANCE SERVICES AGREEMENT

Recommended Action:

1. Approve the First Amendment to the Landscape Maintenance Services Agreement; and
2. Authorize the CRA Board Chair to execute the First Amendment and any related documents, in a form acceptable to the CRA Legal Advisor.

Background:

At the July 25, 2023, CRA Board meeting, the CRA Board awarded the Landscape Maintenance Services Agreement to Sod Unlimited, Inc.

Under the Agreement, the full scope of landscape maintenance services for CRA-owned and managed vacant and non-vacant properties, includes but is not limited to, mowing, trimming, edging, blowing, raking and/or sweeping, weed eradication, mulching, shrub pruning, tree, palm, and palmetto pruning, and pre- and post-work debris removal.

The Agreement provides that the CRA may add additional properties to the Agreement to be serviced by Sod Unlimited, Inc. via a written amendment.

At this time, two (2) additional CRA-owned properties need to be added to receive Landscape Maintenance Services:

1. 105 SW 5th Avenue
2. 106 NW 10th Avenue

At the time of issuing the Invitation to Bid for Landscape Maintenance Services (ITB), 105 SW 5th Avenue was not initially included as it was contemplated to be used as a staging site for a nearby CRA development project; and the CRA closed on the purchase of 106 NW 10th Avenue after the issuance of the ITB. The current total annual Agreement amount is \$92,640.

A quote was received from Sod Unlimited, Inc. to add the two (2) additional properties in the amount of \$35 per visit for each property, with each property being visited one (1) time per month. The total annual amount for both properties is \$840.

With the addition of the two (2) properties, total annual Agreement amount will be increased to \$93,480.

At this time, CRA staff is requesting the CRA Board approve the First Amendment to the Agreement for Landscape Maintenance Services for the addition of the two (2) properties located at 105 SW 5th Avenue, and 106 NW 10th Avenue, thereby increasing the total Agreement amount from \$92,640 to \$93,480.

Further, CRA staff is requesting the CRA Board authorize the CRA Board Chair to execute the First Amendment to the Landscape Maintenance Services Agreement, and any and all related documents for the Services in a form that is acceptable to the CRA Legal Advisor.

Attachments: Exhibit A - Agreement for Landscape Maintenance Services; Exhibit B - First Amendment to Agreement for Landscape Maintenance Services; Exhibit C - Sod Unlimited Proposal for Additional Properties

CRA Attorney Review:

N/A

Finance Review:

N/A

Funding Source/Financial Impact:

Funding has been allocated from GL#6303.

Overall need within the Community Redevelopment Area from Delray Beach CRA

Redevelopment Plan:

Removal of Slum And Blight

Land Use

Economic Development

Affordable Housing

Downtown Housing

Infrastructure

Recreation and Cultural Facilities