



Cover Memorandum/Staff Report

File #: 18-1113 CRA

Agenda Date: 7/14/2022

Item #: 9B.

TO: CRA Board of Commissioners
FROM: Christine Tibbs, Assistant Director
THROUGH: Renée A. Jadusingh, Executive Director
DATE: July 14, 2022

DISCUSSION - ISSUING INVITATIONS TO BID FOR LANDSCAPE MAINTENANCE SERVICES AND DAILY CLEANUP SERVICES FOR CRA-OWNED PROPERTIES

Update and discussion related to issuing Invitations to Bid for Landscape Maintenance Services and Daily Cleanup Services for all CRA-owned properties.

Background:

On November 20, 2019, an Invitation to Bid was issued for landscape maintenance services with a due date of December 20, 2019. After conducting a thorough review of all the submitted Bids, CRA staff found a large range in pricing between said Bids and irregularities in the Bid packets.

On January 28, 2020, the CRA Board rejected all the submitted Bids, approved the issuance of a new Invitation to Bid for landscape maintenance services for all CRA-owned properties, and approved a month-to-month agreement with Sod Unlimited, Inc., the CRAs current landscape maintenance contractor, to continue providing monthly landscape maintenance services until a new landscape maintenance services agreement is awarded.

At this time, the CRA is ready to issue an Invitation to Bid for Landscape Maintenance Services for all CRA-owned Properties and a separate Invitation to Bid for Daily Cleanup Services for all CRA-Owned Properties. Properties that are managed by third parties or have a Ground Lease will not be included as part of the scope of work (Exhibit A contains the list of CRA-owned properties that will require landscape maintenance services and daily cleanup services.)

The Invitation to Bid for Landscape Maintenance Services will include the following scope of work (the Invitation to Bid will include a more detailed scope of work):

The Awarded Bidder will be responsible for landscape maintenance services for all CRA-owned property. Services shall include, but are not limited to, mowing, trimming hedges, weed control and removal, and mulching, planting. All trimmings, clippings, dead and/or fallen vegetation, etc. shall be bagged and hauled away after each visit.

The Invitation to Bid for Daily Cleanup Services will include the following scope of work (the Invitation to Bid will include a more detailed scope of work):

The Awarded Bidder will be responsible for keeping all CRA-owned property free of trash, garbage, litter, debris, etc. five (5) days a week Monday through Friday. All trash, garbage, litter, debris, etc. shall be bagged and hauled away daily.

Now, this item is before the CRA Board as an update and for discussion.

Attachment(s): Exhibit A - CRA-Owned Property List

CRA Attorney Review:

N/A

Finance Review:

N/A

Funding Source/Financial Impact:

N/A

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