



Cover Memorandum/Staff Report

File #: 23-99 CRA

Agenda Date: 4/25/2023

Item #: 7L.

TO: CRA Board of Commissioners
FROM: Christine Tibbs, Assistant Director
THROUGH: Renée A. Jadusingh, Executive Director
DATE: April 25, 2023

ISSUE INVITATION FOR BIDS (ITB) CRA NO. 2023-02 - LANDSCAPE MAINTENANCE SERVICES

Recommended Action:

Approve the issuance of an ITB for Landscape Maintenance Services for all properties owned and managed by the CRA.

Background:

The purpose of issuing the ITB for Landscape Maintenance Services is to obtain Bids from qualified providers of landscape maintenance services and establish a Contract with the responsive and responsible Bidder, and in the best interest of the CRA, for the provision of all materials, labor, equipment, tools, machinery, apparatus, means of transportation, insurance, supplies, and goods necessary to perform landscape maintenance services for all properties owned and managed by the Delray Beach CRA.

The full scope of landscape maintenance services that are being sought for CRA-owned and managed vacant and non-vacant properties, include but is not be 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 intent of the CRA is to release the ITB on Monday, May 1, 2023, and have the Bid Submittal Due Date be Thursday, June 1, 2023. The full ITB will be available May 1, 2023, to view online on the CRA's website, www.delraycra.com <<http://www.delraycra.com>>, or on Bidsync, www.bidsync.com <<http://www.bidsync.com>>; a hard copy can also be requested.

At this time, CRA staff is seeking approval to issue the ITB for Landscape Maintenance Services for CRA-owned and managed properties.

Attachment(s): Exhibit A - CRA Property List

CRA Attorney Review:

The CRA Legal Advisor will review all ITB documents per the CRA Purchasing Policies and Procedures.

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