



## Cover Memorandum/Staff Report

**File #:** 19-394

**Agenda Date:** 4/16/2019

**Item #:** 6.P.3.

**TO:** Mayor and Commissioners  
**FROM:** Sam Metott, Parks and Recreation Director  
**THROUGH:** Neal de Jesus, Interim City Manager  
**DATE:** April 16, 2019

APPROVAL OF RESOLUTION NO. 74-19 AWARD OF AGREEMENT WITH STO LANDSCAPE SERVICES, INC. FOR POMPEY PARK BASEBALL FIELD MAINTENANCE - \$126,480.

**Recommended Action:**

Motion to approve Resolution No.74-19 award of Agreement with STO Landscape Services, Inc. for Pompey Park Baseball Field Maintenance \$126,480 for the Agreement term and to authorize the City Manager to exercise any and all renewal options in the amounts below, contingent upon appropriation of funds.

**Background:**

On February 8, 2019, the City of Delray Beach (City) advertised an Invitation to Bid (ITB) No. 2019-025 for Pompey Park Baseball Field Maintenance. One proposal was received from STO Landscape Services, Inc. After review and evaluation of the proposal, STO Landscape Services, Inc., has been deemed the responsive and responsible vendor.

This baseball field maintenance will include turf care, mowing, edging, line trimming, weed control, fertilizing, pest control, sand top dressing, chemical application of approximately three (3) acres. Additional work may be required on an as-needed basis an additional \$11,800 will be included to the contract value. Staff recommends award of the Agreement for three years (Initial Term) with two one-year renewal options.

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

| Estimated Contract Value |           |
|--------------------------|-----------|
| Initial Term (3-years)   | \$126,480 |
| Renewal 1                | \$49,960  |
| Renewal 2                | \$49,960  |
| \$226,400                |           |

This motion is in accordance with the City Code of Ordinances, Section 36 and City Policies and Procedures.

**City Attorney Review:**

City Attorney recommends...

**Funding Source/Financial Impact:**

001-72-738-572.34.90 Other Contractual Services

The past three-year financial expenditures associated with the maintenance of this area are as follows:

2018 \$38,160

2017 \$41,640

2016 \$31,351

**Timing of Request:**

Is there time sensitivity to this matter?