

AGENDA ITEM SUMMARY SHEET
VILLAGE COUNCIL MEETING
April 16, 2025

Agenda Item:

Acquisition of General Landscaping, Mowing, & Irrigation Services

Motion to approve awards of landscaping, mowing and irrigation services for Village roadways for Mainscape, Inc., in an amount not to exceed \$1,432,600 annually, and to P & T Lawn & Tractor, for an amount not to exceed \$581,107 annually.

Background:

On February 28th 2025, the Village issued an Invitation to Bid (ITB 101025) for landscaping, mowing and irrigation services, with a closing date of March 31st 2025. The Village last competitively solicited these services in 2019. The ITB sought bids for nine separate geographic areas in the Village, and indicated that the Village reserved the right to make multiple awards depending on which bidders were lowest for each area. The Village received four bids:

- Lucky Landscaping, Inc.
- Mainscape Inc.
- P & T Lawn and Tractor Service, Inc.
- Superior Landscaping & Lawn Service Inc.

The award process for the ITB process is to make an award to the lowest, responsive, responsible bidder(s). After the bids in this case were opened, the Procurement Manager reviewed the bids for responsiveness, responsibility, and price, and determined that the bids from Lucky Landscaping, Inc. (lowest overall) and Superior Landscaping & Lawn Service (highest) were non-responsive (meaning they failed in some way to provide the basic information sought in the solicitation).

The two remaining bidders who were found to be responsive and responsible had low bids in some areas but not others. As a result, the Procurement Manager recommends awarding portions of the work to Mainscape and P&T where each was the low bidder. That breakdown is as follows:

Mainscape Inc.

P & T Lawn and Tractor Service

Section 2 Estero Parkway

Section 1 Street Mowing Services

Section 3 US 41 Medians

Section 4 Corkscrew Road

Section 5 Corkscrew Road

Section 6 I-75 Interchange

Section 9 Post Storm Cleanup

Section 7 Ben Hill Griffin

Section 8 Three Oaks Parkway & Imperial
PkwY Monuments

Resulting in yearly awarded totals for each vendor:

Mainscape, Inc.	\$1,432,600
P & T Lawn & Tractor	\$581,107

While the Village develops stand-alone contracts for more complex, costly, or unique service or commodity acquisitions, for relatively common services or commodities where the work performed or commodities ordered are recurring over the relevant award period, the award will be by issuance of a Purchase Order through which invoices may be submitted and paid. The Purchase Orders will not have a term, but rather services may be terminated by either party at any time.

Pursuant to § 2-174(b), Village Council must approve all Category Three awards (\$75,000 or greater). Therefore, staff is requesting approval of the awards so Purchase Orders may be issued.

Action Requested:

Motion to approve awards of landscaping, mowing and irrigation services for Village roadways for Mainscape, Inc., in an amount not to exceed \$1,432,600 annually, and to P & T Lawn & Tractor, for an amount not to exceed \$581,107 annually.

Process and Timeline:

If Council approves the recommended action, staff will issue corresponding Purchase Orders, with services to commence May 1st 2025.

Financial Impact:

The yearly cumulative expense for the two awarded vendors is a not-to-exceed amount of \$2,013,707.

Prepared by: Steve Gillette

Attachments: N/A