

MEMORANDUM

Purchasing #17-003
October 12, 2016

To: Dennis W. Beach, City Manager

Through: Otis J. Thomas, General Services Director

From: Cassandra LeMasurier, Purchasing Supervisor

Subject: Award Co-op Bid, "Sod and Sod Installation" City of Boynton Beach Bid Number 066-2730-16/JMA

Contract Need/Background

The Grounds Maintenance Division of Public Works orders sod as needed for landscape maintenance throughout the city. The City of Boynton Beach issued Bid #066-2730-16/JMA to establish contracts for the purchase of sod and sod installation, as needed. Boynton Beach issued this bid as the lead agency for the Southeast Florida Governmental Purchasing Cooperative, on behalf of thirteen (13) participating governmental agencies. This bid contains the combined estimated annual purchase requirements from all of the participating agencies. Boynton Beach awarded the contract to low bidders for primary and alternate contracts. The contract is valid through October 31, 2017, with possible renewal periods, based on the unit prices bid.

Attached are copies of applicable pages of the contract documents from the City of Boynton Beach.

Funding

Sod is purchased, as needed, from budgeted funds in account 001-3060-530.46-10, General Fund/Public Works Building Maintenance/Repair & Maintenance Land Buildings Improvements, and from budgeted funds in other accounts as is appropriate for each transaction. The total estimated annual expenditure for sod is \$60,000.00.

Award Recommendation

After a review of the City of Boynton Beach bid results with the Public Works Department it is recommended that contracts be awarded to Mullings Engineering Services LLC, Odum's Sod Inc. and Sunset Sod Inc.; for the purchase of sod and sod installation as needed at the unit prices bid, based upon the City of Boynton Beach Bid #066-2730-16/JMA, through October 31, 2017, with possible renewal as stated in the bid specifications.

enclosures

cc: file