


INTEROFFICE MEMORANDUM



TO: Dick Anderson, County Manager

THROUGH: Felicia Strong-Whitaker, Director
Purchasing & Contract Compliance

FROM: Joe Davis, Director, DREAM 

DATE: March 16, 2022

SUBJECT: Request for Emergency PO for General
Landscaping and Lawn Care Countywide-
FY2022

Requested Action By Manager: Request approval for Emergency Purchase Order (EPO) to be issued to Ed Castro Landscape, Inc. in the amount of \$164,178.00 to provide on-site general landscaping, maintenance and lawn care services for a total of 59 County-owned sites which include Fulton County Airport and Customer Service Center (formally WROC Building). Effective dates: March 15, 2022 through June 30, 2022, or until the BOC approves new landscape contracts for the remainder of fiscal year 2022.

Discussion: The emergency is a result of the cancellation of solicitation #21RFP130182C-MH, General Landscaping & Lawn Care Services for Countywide Facilities due to a decision to reject all proposals. The decision was made to cancel the aforementioned solicitation in accordance with section 2.8 (County Rights and Options) on February 28, 2022, due to technicalities in RFP documents. The County will issue a new solicitation for landscaping services.

Ed Castro Landscape, Inc. currently has multiple landscaping contracts with two Fulton County Departments: Department of Real Estate and Asset Management (DREAM) and Public Works. The decision was made to consolidate all landscape maintenance contracts under one umbrella managed by DREAM and add underserved sites. The new solicitation will be for 106 total sites with DREAM responsible for managing all.

DREAM's Landscape maintenance Contract #18ITB116051C-GS expired on December 31, 2021, along with Public Works' contract #19ITB120391A-FB and #19ITB090519A-CJC covering the Executive Airport and the North Fulton Customer Service Center at Maxwell Rd respectively. DREAM does not have the internal resources to maintain these 59 County-owned sites through June 30, 2022.

This emergency procurement is considered necessary to provide continuous general landscaping and lawn care services to prevent rodents and unsanitary conditions that will impact the health of the communities. It will directly be in violation of City ordinance that requires property owner to maintain property in a sanitary condition.

CONCLUSION: We consider this situation an emergency pursuant to Purchasing Code Section 102-385, which governs emergency procurements when there is a threat to public health, welfare or safety. Therefore, we request that this be handled as an emergency request in order to maintain sustainable clean and sanitary County sites and maintaining a healthy environment.

Funding Line: The funding is available in account lines #100-520-5222-1160 in the amount of \$137,375, 200-540-5601-1160 in the amount of \$12,575.00, 201-540-5459-1160 in the amount of \$7,113.75,00, and 203-540-5453-1160 in the amount of \$7,113.75 for total amount not to exceed \$164,178.00.

Attachments: Requisition RQS #031622-0694
Quotes
RFP Cancellation Letters

JD/TD/MR/AS/haj


C: Tim Dimond, Deputy Director, DREAM
Michael Ross, Administrator, DREAM
Anthony Spencer, Administrator Fleet Maintenance & Solid Waste Manager, DREAM
Mark Hawks, CAPA, Team C, Purchasing & Contract Compliance
Harry Jordan, Contract Management Administrator, Purchasing/DREAM

I certify that this request meets the requirements pursuant to Purchasing Code Section 102-385, Emergency Procurement:

DocuSigned by:


Felicia Strong-Whitaker, Purchasing Director
03/17/2022

Date

Approved By:
DocuSigned by:


Dick Anderson, County Manager
03/17/2022

Date

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