

BOC Meeting Date
12/4/2019**Requesting Agency**

Public Works

Commission Districts Affected

All Districts

Requested Action *(Identify appropriate Action or Motion, purpose, cost, timeframe, etc.)*

Request approval of lowest responsible bidder - Public Works - 19ITB120391A-FB, Landscape Maintenance Services at Fulton County Airport - Brown Field, in the amount of \$45,024.46 with Ed Castro Landscape (Roswell, GA) to provide landscape maintenance services for the Fulton County Airport-Brown Field effective January 1, 2020 through December 31, 2020 with two renewal options.

Requirement for Board Action *(Cite specific Board policy, statute or code requirement)*

In accordance with Purchasing Code Section 102-373, all competitive sealed bids of more than \$49,999.99 shall be forwarded to the Board of Commissioners for approval.

Is this Item related to a Strategic Priority Area? *(If yes, note strategic priority area below)*

Yes All People have economic opportunities

Is this a purchasing item?

Yes

Summary & Background*(First sentence includes Agency recommendation. Provide an executive summary of the action that gives an overview of the relevant details for the item.)*

Scope of Work: This contract provides all materials, labor, tools, equipment and appurtenances necessary to provide landscape maintenance services for the Fulton County Airport-Brown Field, including:

- Surface Street ROW Mowing
- Curbside Maintenance and Edging
- Curbside-Side Drop Inlets
- Fertilization and Weed Control
- Shrub and Tree Maintenance
- Islands and Road Median
- Pine Straw and Mulch
- Trash and Debris Removal

Community Impact: This contract provides a safe and healthy landscaped environment to the citizens, visitors and County employees who are coming to the Fulton County airport and surrounding areas.

Department Recommendation: The Department of Public Works recommends approval of lowest responsible bidder to Ed Castro Landscape with two renewal options.

Agency Director Approval**County Manager's Approval**

Typed Name and Title

Felicia Strong-Whitaker, Director

Phone

(404) 612-5800

Signature

Date

Project Implications: If this award is not approved, the Department will not be able to provide landscape maintenance services for Fulton County Airport- Brown Field without additional staff.

Community Issues/Concerns: None have been raised to Public Works staff.

Department Issues/Concerns: None are known to Public Works staff.

History of BOC Agenda Item: This is a new procurement.

Contract & Compliance Information	<i>(Provide Contractor and Subcontractor details.)</i>
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Contract Value: \$45,024.46

Prime Vendor: Ed Castro Landscape, Inc.

Prime Status: Non-Minority

Location: Fulton County

Prime Value: \$45,024.46 or 100.00%

Subcontractor: None

Total Contract Value: \$45,024.46 or 100 %

Total M/FBE Values: \$-0-

Solicitation Information	NON-MFBE	MBE	FBE	TOTAL
No. Bid Notices Sent:	20	10	10	40
No. Bids Received:	5	1	2	8

Total Contract Value	\$45,024.46 or 100 %
Total M/FBE Values	-0-
Total Prime Value	\$45,024.46 or 100 %

Fiscal Impact / Funding Source 200-540-5601-1160: Airport, Public Works, Professional Services - \$45,024.46	<i>(Include projected cost, approved budget amount and account number, source of funds, and any future funding requirements.)</i>
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Exhibits Attached Exhibit 1: Bid Tabulation Sheet Exhibit 2: Contractor Performance Memo Exhibit 3: Recommendation of Award	<i>(Provide copies of originals, number exhibits consecutively, and label all exhibits in the upper right corner.)</i>
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Source of Additional Information Tim Beggerly, Airport Manager, Public Work – 404-613-4203	<i>(Type Name, Title, Agency and Phone)</i>
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Agency Director Approval		County Manager's Approval
Typed Name and Title Felicia Strong-Whitaker, Director	Phone (404) 612-5800	
Signature	Date	

Revised 03/12/09 (Previous versions are obsolete)

Procurement**Contract Attached:**
No**Previous Contracts:**
No**Solicitation Number:**
19ITB120391A-FB**Submitting Agency:**
Public Works**Staff Contact:**
Tim Beggerly**Contact Phone:**
404-613-4203**Description:** To provide landscape maintenance services at Fulton County Airport – Brown Field.**FINANCIAL SUMMARY****Total Contract Value:**

Original Approved Amount: \$0.00
 Previous Adjustments: \$0.00
 This Request: \$45,024.46
 TOTAL: \$45,024.46

MBE/FBE Participation:

Amount: . %: .
 Amount: . %: .
 Amount: 0 0.00%: .
 Amount: . %: .

Grant Information Summary:

Amount Requested: . ☐ Cash
 Match Required: . ☐ In-Kind
 Start Date: . ☐ Approval to Award
 End Date: . ☐ Apply & Accept
 Match Account \$: .

Funding Line 1:

200-540-5601-1160
 (pending approval
 2020 budget)

Funding Line 2:

.

Funding Line 3:

.

Funding Line 4:

.

KEY CONTRACT TERMS**Start Date:**

1/1/2020

End Date:

12/31/2020

Cost Adjustment:

.

Renewal/Extension Terms:

Two renewal options

ROUTING & APPROVALS

(Do not edit below this line)

X	Originating Department:	Clark, David	Date: 11/1/2019
X	County Attorney:	Stewart, Denval	Date: 11/21/2019
X	Purchasing/Contract Compliance:	Strong-Whitaker, Felicia	Date: 11/22/2019
X	Finance/Budget Analyst/Grants Admin:	Freeman, Ashley	Date: 11/1/2019
.	Grants Management:	.	Date: .
X	County Manager:	Anderson, Dick	Date: 11/22/2019

19ITB120391A-FB, LANDSCAPE MAINTENANCE SERVICES AT FULTON COUNTY AIRPORT			VENDOR NAME		VENDOR NAME		VENDOR NAME		VENDOR NAME		VENDOR NAME		VENDOR NAME		VENDOR NAME	
			WCC ATLANTA LANDSCAPE MAINTENANCE		RUPPERT LANDSCAPE		ED CASTRO LANDSCAPE		GEORGIA GREEN LANDSCAPE		LET US LOVE YOUR LAWN		EXPRESS PRESSURE WASHING		SEASON'S LANDSCAPE	
			ADDRESS		ADDRESS		ADDRESS		ADDRESS		ADDRESS		ADDRESS		ADDRESS	
			TELEPHONE:		TELEPHONE		TELEPHONE		TELEPHONE		TELEPHONE		TELEPHONE		TELEPHONE	
			CONTACT:		CONTACT:		CONTACT:		CONTACT:		CONTACT:		CONTACT:		CONTACT:	
ITEM DESCRIPTION	UNIT	QTY	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL	UNIT \$	TOTAL
1) Mowing	Per Mowing	45	\$ 26.66	\$ 1,199.70	\$ 1,050.00	\$ 47,250.00	\$ 422.33	\$ 19,004.85	\$ 900.00	\$ 40,500.00	\$ 1,100.00	\$ 49,500.00	\$ 930.00	\$ 41,850.00	\$ 1,448.00	\$ 65,160.00
2) Edging	Per edging	45	\$ 26.66	\$ 1,199.70	\$ 182.00	\$ 8,190.00	\$ 204.33	\$ 9,194.85	\$ 50.00	\$ 2,250.00	\$ 110.00	\$ 4,950.00	\$ 300.00	\$ 13,500.00	\$ 28.00	\$ 1,260.00
3) Straw/Mulch	Per Application	2	\$ 600.00	\$ 1,200.00	\$ 1,350.00	\$ 2,700.00	\$ 350.00	\$ 700.00	\$ 2,100.00	\$ 4,200.00	\$ 699.00	\$ 1,398.00	\$ 3,950.00	\$ 7,900.00	\$ 1,380.00	\$ 2,760.00
4) Trash Pickup	Per Pickup	52	\$ 23.08	\$ 1,200.16	\$ 90.00	\$ 4,680.00	\$ 271.63	\$ 14,124.76	\$ 100.00	\$ 5,200.00	\$ 160.00	\$ 8,320.00	\$ 100.00	\$ 5,200.00	\$ 345.00	\$ 17,940.00
5) Man Hour for Special Projects or Storm Cleanup	Per Hour	40	\$ 30.00	\$ 1,200.00	\$ 55.00	\$ 2,200.00	\$ 50.00	\$ 2,000.00	\$ 35.00	\$ 1,400.00	\$ 40.00	\$ 1,600.00	\$ 45.00	\$ 1,800.00	\$ 35.00	\$ 1,400.00
			Per vendor monthly charge	\$ 5,999.56												
GRAND TOTAL:			\$71,994.72		\$65,020.00		\$45,024.46		\$53,550.00		\$65,768.00		\$70,250.00		\$88,520.00	
BIDS MAILED			NO RESPONSE:		ASSISTANT PURCHASING AGENT:											
BIDS RECEIVED:			NO-BIDS:		CHIEF ASSISTANT:											
					DEPT. AUTHORIZATION:											

DEPARTMENT OF PUBLIC WORKS
INTEROFFICE MEMORANDUM



TO: Felicia Strong-Whitaker, Purchasing
FROM: David Clark, Director *DC*
DATE: October 23, 2019
SUBJECT: Contractor Performance Memo

The Contractor listed below has not provided services to or for the Fulton County Department of Public Works.

Project: Landscape Maintenance Services at Fulton County Airport – Brown Field

Project #: 19ITB120391A-FB

Contractor: Ed Castro Landscape
1125 Old Ellis Road
Roswell, GA 30076

If you require additional information, please contact David Clark 404-612-2804.

Tom Beggs
10/30/19

cc: Nick Ammons, Deputy Director, Public Works
TM Tony Moore, Deputy Director, Administration, Public Works
Janice Dickenson, Material Management Manager, Public Works
Charlie Crockett, Chief Assistant Purchasing Agent, Purchasing

DEPARTMENT OF PUBLIC WORKS
INTEROFFICE MEMORANDUM



TO: Felicia Strong-Whitaker, Purchasing
FROM: David Clark, Director *DC*
DATE: October 23, 2019
SUBJECT: 19ITB120391A-FB, Landscape Maintenance Services at
Fulton County Airport – Brown Field

On October 3, 2019, the Department of Purchasing opened the subject Invitation to Bid (ITB). There were eight (8) responses. Ed Castro Landscape provided the overall lowest responsive and responsible bid.

Therefore, the Department of Public Works is recommending award to the overall lowest responsive and responsible bidder, Ed Castro Landscape, in the amount of \$45,024.46.

Funding is available in the following account: (pending approval 2020 budget):
200-540-5601-1160: \$45,024.46

If you require additional information, please contact David Clark 404-612-2804.

Tim Beggerly
10/30/19

cc: Tim Beggerly, Airport Manager, Public Works
Tony Moore, Deputy Director, Administration, Public Works
Janice Dickenson, Material Management Manager, Public Works
Charlie Crockett, Chief Assistant Purchasing Agent, Purchasing