



## MEMORANDUM

**To:** Honorable Mayor and Town Council  
**From:** Rafael G. Casals, Town Manager  
**Date:** August 19, 2015  
**Re:** Landscape Maintenance Services (RFP # 13-02) Contract Amendment

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### REQUEST

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING AN AMENDMENT TO THE LANDSCAPE MAINTENANCE SERVICES (RIGHT-OF-WAYS) AGREEMENT WITH VISUALSCAPE, INC. FOR ADDITIONAL SCOPE OF SERVICES WITHIN TOWN DESIGNATED RIGHT-OF-WAYS FOR AN ANNUAL AMOUNT OF \$24,700.00; AUTHORIZING THE TOWN MANAGER TO EXECUTE AN AMENDMENT TO THE AGREEMENT, AND PROVIDING AN EFFECTIVE DATE.**

### BACKGROUND AND ANALYSIS

On April 17, 2013, via Resolution number 13-28, the Town Council approved a Landscape Maintenance Services (right-of-ways) Agreement with Visualscape Inc. (the "Contractor"), for services outlined in Request for Proposal (RFQ) number 13-02. The Contractor has been providing above satisfactory the town-wide mowing, landscape, and litter patrol services, since the inception of the contract.

The Public Works staff has identified additional landscape maintenance sites which were not included in the original Scope-of-Services that require litter and mowing services, as outlined in RFQ number 13-02.

- Caribbean Boulevard (from: Coral Sea Road to SW 87 Avenue)

In order to continue the high level of service which is being offered by our existing Contractor, Town staff has negotiated the proposed amendment to the Landscape Maintenance Services (right-of-ways) Agreement.



Town staff has determined that it is in the best interest of the Town to “amend” the original Landscape Maintenance Agreement with Visualscape Inc. for an annual amount of \$ 24,700.00 for additional maintenance services, on the sites identified above.

### **RECOMMENDATION**

We recommend that the attached resolution be adopted, authorizing the Town Manager to execute an Amendment to the Landscape Maintenance Service (right-of-ways) Agreement with VisualScape Inc. for additional landscape maintenance services for the sites identified above, with the same terms and conditions as defined in RFP Number 13-02.

