



MEMORANDUM

To: Honorable Mayor and Town Council

From: Rafael G. Casals, Town Manager

Date: October 19, 2016

Re: Landscape Maintenance Services (RFP #13-02) Third (3rd) Contract Amendment

REQUEST

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

BACKGROUND AND ANALYSIS

On April 17, 2013, via Resolution #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) #13-02. The Contractor has provided the town-wide mowing, landscape and litter patrol services in a manner that meets or exceeds our expectations since the inception of the contract.

The Public Works staff has identified additional landscape maintenance service needs which were not included in the original Scope-of-Services that require litter and mowing services, as outlined in RFQ #13-02. 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 to include the following;

- Maintenance of new reconstructed and landscaped portion of Caribbean Boulevard (from: C-100 Canal Bridge to Coral Sea Road)
- Implementation of Weekend Litter Removal Service on Town’s Main Roadways





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 \$ 49,660.40 for additional maintenance services, on the sites identified above.

Funding for the additional landscape maintenance and weekend litter patrol/removal services are budgeted within the Public Works Department’s FY 2016-17 Operating Budget.

RECOMMENDATION

We recommend that the attached Resolution be adopted, authorizing the Town Manager to execute a Third Amendment to the Landscape Maintenance Service (Right-of-Ways) Agreement with VisualScape Inc. for additional landscape maintenance and weekend litter removal services for the sites identified above, with the same terms and conditions as defined in RFP No. 13-02.

ATTACHMENTS

- Attachment “A” – VisualScape Proposal for Landscape Services:
(From: C-100 Canal Bridge To: Coral Sea Road)
- Attachment “B” – VisualScape Proposal for Weekend Litter Removal Services

