



## MEMORANDUM

**To:** Honorable Mayor and Town Council

**From:** Rafael G. Casals, Town Manager

**Date:** January 17, 2018

**Re:** Landscape Maintenance Services (RFP #13-02) Fourth Contract Amendment

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### **REQUEST**

**A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING A FOURTH 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 \$7,200.00; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.**

### **BACKGROUND AND ANALYSIS**

On April 17, 2013, via Resolution No. 13-28, the Town Council approved a Landscape Maintenance Services (Right-of-Ways) Agreement (the "Agreement") with Visualscape Inc. (the "Contractor"), for services outlined in Request for Proposal (RFP) No. 13-02. The Contractor has provided services to the Town for 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 areas that require mowing services but were not included in the original scope-of-services, as outlined in RFP No. 13-02. In order to continue the high level of service that is being provided by the Contractor, Town staff has negotiated the proposed amendment to the Landscape Maintenance Services (Right-of-Ways) Agreement to include the following (*Attachment "A"*):



- Maintenance of new reconstructed and landscaped portion of Caribbean Boulevard (from the Florida Extension of the Homestead Turnpike to the C-100 Canal Bridge)
- Cutler Bay Senior High School on SW 87 Avenue (from SW 212 Street to fence line of private neighborhood)
- SW 188 Street (from SW 82 Avenue to the end of P.T. Wood fence line)

Town staff has determined that it is in the best interest of the Town to amend the Agreement with VisualScape, Inc. for an annual amount of \$7,200.00 for additional maintenance services, on the sites identified above.

Funding for the additional landscape maintenance services is budgeted within the Public Works Department's FY 2017-18 Operating Budget.

### **RECOMMENDATION**

We recommend that the attached Resolution be adopted, authorizing the Town Manager to execute a Fourth 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 No. 13-02.

### **ATTACHMENTS**

- Attachment "A" – Visualsape, Inc. Landscape Maintenance Services Proposals for Additional Sites