



OFFICE OF THE TOWN MANAGER

Rafael G. Casals, ICMA-CM, CFM

Town Manager

Memorandum

To: Honorable Mayor and Town Council

From: Rafael G. Casals, ICMA-CM, CFM

Date: January 20, 2021

Re: **Approving Fourth Amendment to BrightView Landscaping Services, Inc. Agreement**
RFP No. 13-01: Comprehensive Parks Landscape/Grounds Maintenance Services

REQUEST

A RESOLUTION OF THE MAYOR AND TOWN COUNCIL OF THE TOWN OF CUTLER BAY, FLORIDA, APPROVING A FOURTH AMENDMENT TO THE COMPREHENSIVE PARKS LANDSCAPE / GROUNDS MAINTENANCE SERVICES AGREEMENT WITH BRIGHTVIEW LANDSCAPING SERVICES, INC. FOR ADDITIONAL SCOPE OF SERVICES WITHIN TOWN PARKS FOR AN ANNUAL AMOUNT OF \$9,625.00; PROVIDING FOR AUTHORIZATION; AND PROVIDING FOR AN EFFECTIVE DATE.

BACKGROUND AND ANALYSIS

On March 20, 2013, the Town of Cutler Bay (the "Town") adopted Resolution No. 13-25, which approved an Agreement between the Town and BrightView Landscaping Services, Inc. (formerly known as ValleyCrest Landscape Maintenance, Inc.) as a result of the Town's issuance of Request for Proposal (RFP) No. 13-01 entitled *Comprehensive Parks Landscape/ Grounds Maintenance Services* for a total annual cost of \$404,500.00.

In 2014, the Town successfully acquired Lakes by the Bay Linear Park, which was renamed to Blue Heron Park via Resolution No. 15-24. As a result, on February 19, 2014 the Town adopted Resolution No. 14-19 approving ValleyCrest Landscape Maintenance, Inc.'s Amendment No. 1 in the amount of \$25,920.00 per year, to perform landscape/ grounds maintenance services. The new annual Comprehensive Parks Landscape/ Grounds Maintenance Services costs were \$430,420.00 to maintain all the Town owned parks and facilities.

On October 19, 2016, the Town adopted Resolution No. 16-61, which approved Amendment No. 2 authorizing the name change from ValleyCrest Landscape Maintenance, Inc. to BrightView Landscaping Services, Inc ("BrightView").

On July 29, 2019, the Town adopted Resolution No. 19-55, which approved Amendment No. 3 authorizing the extension of the Agreement terms until October 2, 2024 with up to two (2) additional years option with the same term and conditions as defined in the RFP.





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The Town recently completed the development of the Lakes-by-the-Bay Canoe/Kayak Launch, which consists of a parking lot, walking trails, pavilions, benches /tables, and a floating dock. The Canoe/Kayak Launch park area is approximately five (5) acres which will require additional landscape/grounds maintenance service from our current contractor – BrightView. This new site was not included in the original Scope-of-Services, as outlined in RFP No. 13-01.

No.	Property Name	Address	Folio Number	No. Acres
10	Lakes by the Bay Canoe/Kayak Launch	8551 SW 216 ST	36-6009-022-0052	4.9

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 Agreement.

On November 1, 2020, Town staff received a proposal from the Contractor for the additional landscape/grounds maintenance services in addition to the current contract for RFP No. 13-01. Town staff has determined that it is in the best interest of the Town to amend the Agreement with BrightView for an annual amount of \$9,625.00 for additional services, on the park site identified above. Funding for the additional landscape maintenance services are budgeted within the Parks and Recreation Department's FY 2020-21 Operating Budget.

ASSOCIATED AMENDMENT DOCUMENTS

The following documents are available for public review with the Town's Parks and Recreation Department.

- New Canoe/Kayak Launch Site Images (Lakes-by-the-Bay Park)
- November 1, 2020 – BrightView Landscaping Services, Inc. Proposal

RECOMMENDATION

It is recommended that the Town Council adopt the attached Resolution, which authorizes the Town Manager to execute a Fourth Amendment to the Comprehensive Parks Landscape / Grounds Maintenance Services Agreement with BrightView Landscaping Services, Inc. for additional landscape maintenance services for the site identified above for an additional annual amount of \$9,625.00, upon the same terms and conditions as defined in the Agreement for RFP No. 13-01.

