

Memorandum

Date: June 17, 2015
To: Mayor Marco A. Salvino, Sr.; Vice Mayor Bobbie H. Grace;
Commissioner Chickie Brandimarte; Commissioner Walter Duke
and Commissioner Albert C. Jones
From: Robert Baldwin, City Manager
Subject: City's Landscaping Contractor

This memorandum will ratify actions approved by the City Commission to address the City's landscaping contractor performance deficiencies. The administration has taken the following actions:

- Contracted with one or more additional landscaping services
- Hired three temporary employees to supplement Public Services' landscaping crews
- Supplemented the BSO detention labor crew with an additional detention labor crew.

To facilitate the procurement of service and additional expenditures described above, the following City Commission approval is recommended:

- Authorize contracts for temporary landscaping services companies without competitive bidding
- Authorization for the City to exceed the \$25,000 per vendor threshold for temporary staffing services from Albion Staffing Solutions and A&A Associates
- Authorization to pay additional expenses to the Broward Sheriff's Office for additional services if necessary
- Authorize the bidding for landscaping service to secure a new regular contractor

The temporary landscaping services are estimated to cost an additional \$30,000 for the remainder of the fiscal year. Those funds are already appropriated but not yet expended under the current landscaping contract and budgeted in various Grounds Maintenance accounts in the General Fund, Water Fund & Sewer Fund. In the event additional funding is required, it will be addressed in an end-of-year budget adjustment.

These temporary measures will be in place until such time as the landscaping services can be competitively bid and the City Commission awards a new contract. Staff is developing bid specifications and other procurement options for the new fiscal year.