



THE CITY OF KEY WEST

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MEMORANDUM

TO: Bob Vitas, City Manager
FROM: Greg Veliz, Director of Community Services
VIA: David Fernandez, Assistant City Manager- Operations
DATE: April 14, 2014
SUBJECT: Awarding the Bid of JSM Services, Inc. for Resod of the Truman Annex Sports Field.

ACTION STATEMENT: Awarding the Bid of JSM Services, Inc. for Resod Truman Annex Sports Field in accordance with the terms specified in ITB #14-011 in an amount not to exceed \$118,090; Authorizing the City Manager to enter into a contract in substantial conformance with the contract documents contained in the bid package on behalf of the City of Key West.

BACKGROUND: Turf maintenance at all city recreation facilities is essential to provide patrons a safe environment to conduct various recreational activities. Factors such as increased usage and environment conditions have prompted the need to resod many facilities.

PURPOSE & JUSTIFICATION: On February 27, 2014 the City received two (2) bids for ITB # 14-011 Resod of the Truman Annex Sports Field: JSM Services, Inc. and T. Mac Wilder & Associates, LLC. Both firms were considered responsive. On March 18, 2014 Resolution 14-084 accepted the bid of T. Mac Wilder & Associates, LLC, the lowest responsive and responsive bidder. T. Mac Wilder & Associates, LLC were unable to produce all current licenses and certificates and therefore disqualified. In accordance with the bid documents, when the lowest responsive, responsible Bidder fails to sign the Contract or provide insurance certificate(s) and evidence of holding required licenses and certificates, the City of Key West may award the Contract to the next lowest responsive, responsible Bidder. JSM Services, Inc. is the next lowest responsive, responsible Bidder.

OPTIONS:

1. Award for ITB # 14-011 Resod of the Truman Annex Sports Field to JSM Services, Inc.
2. Do not award ITB # 14-011 Resod of the Truman Annex Sports Field to JSM Services, Inc.

Key to the Caribbean – Average yearly temperature 77° F.

FINANCIAL IMPACT: This project is a major renovation to existing infrastructure project under Account 101-4303-543-63. The project allocation for the resod project is \$170,000. The project work consists of both contractor and city staff provided services.

The lowest responsive bid is \$118,090 for installation of sod and irrigation system. City staff is responsible for construction of tank and pump station along with procurement of required top soil. The electrical service relocation is also the City's responsibility.

RECOMMENDATION: Staff recommends approval of Option #1.