



WASHOE COUNTY

Integrity Communication Service

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STAFF REPORT

BOARD MEETING DATE: October 23, 2018

DATE: September 24, 2018

TO: Board of County Commissioners

FROM: Eric Crump, Division Director, Operations
Community Services Department, 328-2182, ecrump@washoecounty.us

THROUGH: Dave Solaro, Assistant County Manager
County Manager's Office, 328-3624, dsolaro@washoecounty.us
Pamela Mann, CTCM, CTPM Purchasing and Contracts Manager
Comptroller Department, 328-2281, pmann@washoecounty.us

SUBJECT: Award Washoe County Bid #3064-19 and approve the Agreement for Landscape Maintenance Services to the lowest responsible and responsive bidder, [staff recommends T&T Lawns Plus, at an estimated annual value of \$128,184, plus cost for repairs]; for the period upon approval through September 30, 2021 with the option to renew for an additional one-year period, and authorize the Purchasing and Contracts Manager to execute the agreement on behalf of Washoe County. (All Commission Districts.)

SUMMARY

Washoe County contracts for landscape maintenance and snow removal services at numerous County buildings. This item recommends award of Washoe County Bid No. 3064-19 and approval of the Agreement for Landscape Maintenance Services at 26 Washoe County facilities.

Sealed bids for Landscape Maintenance and Snow Removal Services were opened on September 13, 2018. One complete bid was received from T&T Lawns Plus, Sparks, Nevada. T&T Lawns Plus did not bid on snow removal services.

Washoe County Strategic Objective supported by this item: Safe, secure and healthy communities.

PREVIOUS ACTION

None

BACKGROUND

ITB 3064-19 for Landscape Maintenance and Sidewalk and Walkway Snow Removal Services was duly advertised on August 17, 2018 in the Reno Gazette Journal and made available thru online services of Demandstar.com. One sealed bid for landscape

AGENDA ITEM # _____

maintenance services was received and opened in the Washoe County Purchasing Division on September 13, 2018 at 9 A.M. No bids were received for sidewalk and walkway snow removal.

Bidder	Address	Estimated Annual Cost
T&T Lawns Plus	1250 E. Greg St., Suite 20 Sparks, NV 89431	\$128,184.00

As a result of a comprehensive, fair, and impartial evaluation of the bids received in response to ITB 3064-19 it is recommended to award an agreement for landscape maintenance services to the lowest responsive bidder, T & T Lawns Plus.

FISCAL IMPACT

There is sufficient budget authority in FY19 for the Agreement for Landscape Maintenance Services within CSD Facilities Management (C105306), Mills Lane Justice Center (IN20383) and Regional Emergency Operations Center (IN20384) in accounts 710203 - Landscape Maintenance and 710205 – Repairs and Maintenance.

RECOMMENDATION

It is recommended the Board of County Commissioners award Washoe County Bid #3064-19 and approve the Agreement for Landscape Maintenance Services to the lowest responsible and responsive bidder, [staff recommends T&T Lawns Plus, at an estimated annual value of \$128,184, plus cost for repairs]; for the period upon approval through September 30, 2021 with the option to renew for an additional one-year period, and authorize the Purchasing and Contracts Manager to execute the agreement on behalf of Washoe County.

POSSIBLE MOTION

Should the Board agree with staff's recommendation, a possible motion would be, "Move to award Washoe County Bid #3064-19 and approve the Agreement for Landscape Maintenance Services to the lowest responsible and responsive bidder, [staff recommends T&T Lawns Plus, at an estimated annual value of \$128,184, plus cost for repairs]; for the period upon approval through September 30, 2021 with the option to renew for an additional one-year period, and authorize the Purchasing and Contracts Manager to execute the agreement on behalf of Washoe County."