

**A RESOLUTION  
BY CITY UTILITIES COMMITTEE**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH TURF CARE SERVICES, FOR FC-6007000069, ANNUAL CONTRACT FOR GROUNDS MAINTENANCE SERVICES WITH TURF CARE SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT, IN AN AMOUNT NOT TO EXCEED THREE HUNDRED NINETY-TWO THOUSAND, FOUR HUNDRED TWO DOLLARS, AND TEN CENTS (\$392,402.10); ALL CONTRACTED SERVICES WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBERS: 2J21 (WATER & WASTEWATER RENEWAL & EXTENSION FUND) 575001 (EQUIPMENT) Q64001 (DRINKING WATER FACILITY MAINTENANCE); 2J01 (WATER & WASTEWATER REVENUE FUND) 523001 (SERVICE/REPAIR/ MAINTENANCE CONTRACTS) Q33001 (TREATMENT PLANT-UTOY CREEK); AND 2J01 (WATER & WASTEWATER RENEWAL & EXTENSION FUND) 523001 (SERVICE/ REPAIR/MAINTENANCE CONTRACTS) Q39102(COMBINED SEWER OVERFLOW-CLEAR CREEK) ; AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Atlanta (“City”) did solicit bids for FC-6007000069, Annual Contract for Grounds Maintenance Services with Turf Care Services, on behalf of the Department of Watershed Management; and

**WHEREAS**, the Commissioner of the Department of Watershed Management (“DWM”) has identified the need for an annual contract to provide grounds maintenance services for the various facilities in the Department of Watershed Management; and

**WHEREAS**, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer have recommended that FC-6007000069, Annual Contract for Grounds Maintenance Services be awarded to Turf Care Services in an amount not to exceed Three Hundred Ninety-Two Thousand, Four Hundred Two Dollars, and Ten Cents (\$392,402.10).

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES**, that the Mayor is authorized to execute an agreement with Turf Care Services for FC-6007000069, Annual Contract for Grounds Maintenance Services, in an amount not to exceed Three Hundred Ninety-Two Thousand, Four Hundred Two Dollars, and Ten Cents (\$392,402.10).

**BE IT FURTHER RESOLVED**, that the term of the agreement shall be for one (1) year with three (3) one year renewal options at the sole discretion of the City.

**BE IT FURTHER RESOLVED**, that the City Attorney is directed to prepare an appropriate agreement for execution by the Mayor.

**BE IT FINALLY RESOLVED**, that the Agreement will not become binding on the City and the City will incur no obligation nor liability under it until it has been executed by the

Mayor, attested to by the Municipal Clerk, approved as to form by the City Attorney and delivered to the Contractor.

**BE IT FINALLY RESOLVED**, that all contracted work will be charged to and paid from Fund, Account and Center Numbers: 2J21 (Water & Wastewater Renewal & Extension Fund) 575001 (Equipment) Q64001 (Drinking Water Facility Maintenance); 2J01 (Water & Wastewater Revenue Fund) 523001 (Service/Repair/ Maintenance Contracts) Q33001 (Treatment Plant-Utoy Creek); and 2J01 (Water & Wastewater Renewal & Extension Fund) 523001 (Service/Repair/Maintenance Contracts) Q39102(Combined Sewer Overflow-Clear Creek).

**Part II: Legislative White Paper:**

**A. To be completed by Legislative Counsel:**

Committee of Purview: City Utilities

Caption: A RESOLUTION

BY CITY UTILITIES COMMITTEE

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH TURF CARE SERVICES, FOR FC-6007000069, ANNUAL CONTRACT FOR GROUNDS MAINTENANCE SERVICES WITH TURF CARE SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT, IN AN AMOUNT NOT TO EXCEED THREE HUNDRED NINETY-TWO THOUSAND, FOUR HUNDRED TWO DOLLARS, AND TEN CENTS (\$392,402.10); ALL CONTRACTED SERVICES WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBERS: 2J21 (WATER & WASTEWATER RENEWAL & EXTENSION FUND) 575001 (EQUIPMENT) Q64001 (DRINKING WATER FACILITY MAINTENANCE); 2J01 (WATER & WASTEWATER REVENUE FUND) 523001 (SERVICE/REPAIR/ MAINTENANCE CONTRACTS) Q33001 (TREATMENT PLANT-UTOY CREEK); AND 2J01 (WATER & WASTEWATER RENEWAL & EXTENSION FUND) 523001 (SERVICE/ REPAIR/MAINTENANCE CONTRACTS) Q39102(COMBINED SEWER OVERFLOW-CLEAR CREEK) ; AND FOR OTHER PURPOSES.**

Council Meeting Date: January 22, 2008

Requesting Dept.: Watershed Management

**B. To be completed by the department:**

**1. Please provide a summary of the purpose of this legislation (Justification Statement).**

The purpose of this legislation is to authorize a contractual agreement for FC-6007000069, Annual Contract for Grounds Maintenance Services with Turf Care Services in an amount not to exceed \$392,402.10.

**2. Please provide background information regarding this legislation.**

This agreement will provide grounds maintenance services for the various facilities in the Department of Watershed Management.

**3. If Applicable/known:**

(a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** SERVICES

(b) **Source Selection:** competitive bid

(c) **Bids/Proposals Due:** 10/24/07

(d) **Invitations issued:**

(e) **Number of Bids:** FIVE (5)

(f) **Proposals Received:** N/A

(g) **Bidders/Proponents:** Southern Landscape Group, LLC @ \$826,211.75 (no bid bond); Ed Castro Landscaping, Inc. @ \$631,638.87; Turf Care Services @ \$392,402.10; WCC Landscaping @ \$399,826.00 (no bid bond); and Greenwood Group @ \$429,568.25.

(h) **Term of Contract:** One (1) Year with Two (2) one-year renewal options

**4. Fund Account Center (Ex. Name and number):** 2J21 (Water & Wastewater Renewal & Extension Fund) 575001 (Equipment) Q64001 (Drinking Water Facility Maintenance), 2J01 (Water & Wastewater Revenue Fund) 523001 (Service/Repair/Maintenance Contracts) Q33001 (Treatment Plant-Utoy Creek) and 2J01 (Water & Wastewater Revenue Fund) 523001 (Service/Repair/Maintenance Contracts) Q39102 (Combined Sewer Overflow-Clear Creek)

**Fund:** \_\_\_\_\_ **Account:** \_\_\_\_\_ **Center:** \_\_\_\_\_

**5. Source of Funds:** *Example: Local Assistance Grant*

**6. Fiscal Impact:** \$392,402.10

**7. Method of Cost Recovery:** Water and Wastewater Revenue Fund

This Legislative Request Form Was Prepared By: Gwendolyn J. Carswell, Contracting Officer, Sr./Interim Watershed Manager, ext. 6331.

**LEGISLATIVE SUMMARY (FC-6007000069, Annual  
Contract for Grounds Maintenance Services)**

**TO: CITY UTILITIES COMMITTEE**

**CAPTION**

**A RESOLUTION AUTHORIZING THE MAYOR TO EXECUTE AN AGREEMENT WITH TURF CARE SERVICES, FOR FC-600700069, ANNUAL CONTRACT FOR GROUNDS MAINTENANCE SERVICES WITH TURF CARE SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT, IN AN AMOUNT NOT TO EXCEED THREE HUNDRED NINETY-TWO THOUSAND, FOUR HUNDRED TWO DOLLARS, AND TEN CENTS (\$392,402.10); ALL CONTRACTED SERVICES WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBERS: 2J21 (WATER & WASTEWATER RENEWAL & EXTENSION FUND) 575001 (EQUIPMENT) Q64001 (DRINKING WATER FACILITY MAINTENANCE); 2J01 (WATER & WASTEWATER REVENUE FUND) 523001 (SERVICE/REPAIR/ MAINTENANCE CONTRACTS) Q33001 (TREATMENT PLANT-UTOY CREEK); AND 2J01 (WATER & WASTEWATER RENEWAL & EXTENSION FUND) 523001 (SERVICE/ REPAIR/MAINTENANCE CONTRACTS) Q39102(COMBINED SEWER OVERFLOW-CLEAR CREEK) ; AND FOR OTHER PURPOSES.**

<b>Committee Meeting Date:</b>	<b>January 15, 2008</b>
<b>Council Meeting Date:</b>	<b>January 22, 2008</b>
<b>Legislation Title:</b>	<b>FC-6007000069, Annual Contract for Grounds Maintenance Services</b>
<b>Requesting Dept.:</b>	<b>Watershed Management</b>
<b>Contract Type:</b>	<b>SERVICES-BID</b>
<b>Advertisement:</b>	<b>Atlanta Journal Constitution: 9/16/07 Web: 9/14/07</b>
<b>Bids/Proposals Due:</b>	<b>October 24, 2007</b>
<b>Invitations Mailed:</b>	<b>80</b>
<b>Bids/Proposals Received:</b>	<b>5</b>

**Proponents:**

1. Southern Landscape Group, LLC (no bid bond/incorrect number of copies submitted)\*
2. Ed Castro Landscaping, Inc.
3. Turf Care Services
4. Greenwood Group
5. WCC Landscaping (no bid bond submitted)\*

\*deemed non-responsive

**Contractor:**

Turf Care Services

**Estimated Value:**

\$392,402.10

**Scope Summary:**

The scope of work will provide grounds maintenance services at various City facilities maintained by the Department of Watershed Management. Work will include: mowing, trimming, edging (metal edging blade), removal of leaves, sticks and debris from all grounds, paved areas, roofs, catch basins, and gutters.

**Background:**

Original contract, execution to be determined.

**Evaluation Team:**

Representatives from the Department of Watershed Management and Office of Contract Compliance

**Term of Contract:**

Period of one (1) year with three (3) one (1) year renewal options.

**Fund Account Centers:**

2J21 (Water & Wastewater Renewal & Extension Fund) 575001 (Equipment) Q64001 (Drinking Water Facility Maintenance); 2J01 (Water & Wastewater Revenue Fund) 523001 (Service/Repair/ Maintenance Contracts) Q33001 (Treatment Plant-Utoy Creek); and 2J01 (Water & Wastewater Renewal & Extension Fund) 523001 (Service/Repair/Maintenance Contracts) Q39102(Combined Sewer Overflow-Clear Creek).

**Prepared By:**

Mano Smith, Contracting Officer

**Contact Number:**

(404) 330-6351



CITY OF ATLANTA  
DEPT. OF PROCUREMENT

07 DEC -6 AM 11:41

SHIRLEY FRANKLIN  
MAYOR

**CITY OF ATLANTA**  
55 TRINITY AVENUE., SW, SUITE 5400, SOUTH BLDG.  
ATLANTA, GEORGIA 30303-0324  
OFFICE (404) 330-6081  
FAX (404) 658-7194

DEPARTMENT OF  
WATERSHED MANAGEMENT  
ROBERT J. HUNTER  
Commissioner

December 5, 2007

**MEMORANDUM**

**TO:** Adam L. Smith, Chief Procurement Officer  
Department of Procurement

**FROM:** Robert J. Hunter, Commissioner  
Department of Watershed Management *Robert J. Hunter*

**RE:** **AWARD RECOMMENDATION**  
**FC-6007000069, ANNUAL CONTRACT FOR GROUNDS MAINTENANCE**  
**SERVICES**

It is the recommendation of the Department of Watershed Management that the contract for the above referenced services be awarded to the most responsive and responsible bidder:

**Turf Care Services**  
**In a total contract amount not to exceed**  
**\$392,402.10.**

Attached is requisition no. **Q6408002**. All funds shall be charged to and paid from Fund, Account and Center Number **2J21 (WATER AND WASTEWATER RENEWAL AND EXTENSION FUND) 575001 (EQUIPMENT) Q64001 (DRINKING WATER FACILITY MAINTENANCE)**.

If you have any questions, please feel free to contact Gwendolyn J. Carswell, Watershed Manager, at (404) 330-6331.

Attachment(s)

c: Sheila Pierce, DWM  
Chris Heberd, DWM  
Sammy Goodson, DWM  
Cathy Martin, DOP  
Benjamin Kuku, DW  
Jimmy Gragg, DW  
Pati McMahan, DWM  
Thelma Stewart, DL  
Maisha Land-Wood, DWM  
Gwendolyn J. Carswell, DWM



CITY OF ATLANTA  
DEPT. OF PROCUREMENT

07 DEC 10 AM 11:38

# CITY OF ATLANTA


Shirley Franklin  
Mayor

SUITE 1700  
55 TRINITY AVENUE, SW  
ATLANTA, GA 30303  
(404) 330-6010 Fax: (404) 658-7359  
Internet Home Page: [www.atlantaga.gov](http://www.atlantaga.gov)

OFFICE OF CONTRACT COMPLIANCE  
Hubert Owens  
Director  
[howens@atlantaga.gov](mailto:howens@atlantaga.gov)

## MEMORANDUM

TO: Adam L. Smith, Chief Procurement Officer  
Department of Procurement

FROM: Hubert Owens, Director   
Mayor's Office of Contract Compliance

RE: **Bid Recommendation for FC 6007000069, Annual Contract for Grounds  
Maintenance Services**

DATE: December 7, 2007

The Office of Contract Compliance has reviewed the three bids for minority and female business enterprise participation. All three bidders have been deemed responsive by the Office of Contract Compliance. For your information, they have committed to utilize AABEs and FBEs as indicated below:

### Greenwood Group

ARTEP	AABE 28%
Curvature Landscapes, Inc.	FBE 6%
<b>Participation Total</b>	<b>34%</b>

### Turf Care

D & G Unique Cleaning Services	AABE 14%
MST Company	ABE 12%
Dream San, Inc.	FBE 4%
MH Michael Landscape Architects	FBE 2%
Eco-logical, Inc.	FBE 11%
<b>Participation Total</b>	<b>43%</b>

### Ed Castro Landscape, Inc.

Standard Landscape, Inc.	AABE 41%
Curvature Landscapes, Inc.	FBE 8%
<b>Participation Total</b>	<b>49%</b>

If you have questions, please contact me at (404) 330-6010 or Bruce T. Bell at (404) 330-6009.

cc: File  
Mano A. Smith, DOP

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: GREG PRIDGEON

Dept.'s Legislative Liaison: Maisha L. Wood

Contact Number: (404) 330-6887

Originating Department: Watershed Management

Committee(s) of Purview: City Utilities

Council Deadline: January 4, 2008

Anticipated Committee Meeting Date(s): January 15, 2008

Anticipated Full Council Date: January 22, 2008

Legislative Counsel's Signature: [Signature]

Commissioner Signature: Robert J. Hunter, Sr.

Chief Procurement Officer Signature: [Signature]

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FINANCIAL IMPACT (if any):

Mayor's Staff Only

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Received by CPO: \_\_\_\_\_ Received by LC from CPO: \_\_\_\_\_  
(date) (date)

Received by Mayor's Office: 1.14.08 Reviewed by: [Signature]  
(date) (date)

Submitted to Council: \_\_\_\_\_  
(date)