

**A RESOLUTION  
BY CITY UTILITIES COMMITTEE**

**A RESOLUTION AUTHORIZING THE MAYOR TO ENTER INTO RENEWAL AGREEMENT NO. 1 WITH ED CASTRO LANDSCAPE, INC., FOR FC-6006007927, ANNUAL CONTRACT FOR LANDSCAPING SERVICES, ON BEHALF OF THE DEPARTMENT OF WATERSHED MANAGEMENT IN AN AMOUNT NOT TO EXCEED TWO HUNDRED SEVENTY-FIVE THOUSAND DOLLARS AND NO CENTS (\$275,000.00); ALL CONTRACTED WORK WILL BE CHARGED TO AND PAID FROM FUND, ACCOUNT AND CENTER NUMBER 2J01 (WATER AND WASTEWATER REVENUE FUND) 523001 (SERVICE/REPAIR/ MAINTENANCE CONTRACTS) Q64001 (DRINKING WATER FACILITY MAINTENANCE); AND FOR OTHER PURPOSES.**

**WHEREAS**, the City of Atlanta (“City”) did enter into an agreement with Ed Castro Landscape, Inc. for FC-6006007927, Annual Contract for Landscaping Services on behalf of the Department of Watershed Management; and

**WHEREAS**, the Commissioner of the Department of Watershed Management (“DWM”) desires to renew the contract which will provide for landscaping services for various facilities in the Department of Watershed Management; and

**WHEREAS**, the contract’s original term was for one (1) year with two (2) one (1) year renewal options; and

**WHEREAS**, the term of the original agreement was from April 27, 2007 to April 26, 2008; and

**WHEREAS**, the Contractor has performed contracted services satisfactorily; and

**WHEREAS**, the Commissioner of the Department of Watershed Management and the Chief Procurement Officer have recommended Renewal Agreement No. 1 with Ed Castro Landscape, Inc., for FC-6006007927, Annual Contract For Landscaping Services.

**THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY RESOLVES**, that the Mayor is authorized to enter into Renewal Agreement No. 1 (“Agreement”) with Ed Castro Landscape, Inc., for FC-6006007927, Annual Contract For Landscaping Services, on behalf of the Department of Watershed.

**BE IT FURTHER RESOLVED**, that the term of the Agreement will be from April 27, 2008 to April 26, 2009.

**BE IT FURTHER RESOLVED**, that all contracted work will be charged to and paid from Fund, Account and Center Number 2J01 (Water and Wastewater Revenue Fund) 523001 (Service/Repair/ Maintenance Contracts) Q64001 (Drinking Water Facility Maintenance).

**BE IT FURTHER RESOLVED**, that the Chief Procurement Officer 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.

**Part II: Legislative White Paper:**

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

Committee of Purview: City Utilities

**Caption: A RESOLUTION  
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Council Meeting Date: January 7, 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 Renewal Agreement No. 1 for FC-6006007927, Annual Contract for Landscaping Services with Ed Castro Landscape, Inc. in an amount not to exceed \$275,000.00.

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

This agreement will provide landscaping services for 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:**
- (c) **Bids/Proposals Due:**
- (d) **Invitations Issued:**
- (e) **Number of Bids:**
- (f) **Proposals Received:**
- (g) **Bidders/Proponents:**
- (h) **Term of Contract:** One (1) Year with Two (2) one-year renewal options

**4. Fund Account Center (Ex. Name and number):** 2J01 (Water and Wastewater Revenue Fund) 523001 (Service/Repair/ Maintenance Contracts) Q64001 (Drinking Water Facility Maintenance);

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

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

**6. Fiscal Impact:** \$ 275,000.00

**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  
REQUEST FOR RENEWAL NO. 1**

**FC-6006007927, Annual Contract For Landscaping Services**

**TO: CITY UTILITIES COMMITTEE**

**CAPTION  
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**Committee Meeting Date: December 11, 2007**

**Council Meeting Date: January 7, 2008**

**Legislation Title: RENEWAL AGREEMENT NO. 1, FC-6006007927,  
ANNUAL CONTRACT FOR LANDSCAPING  
SERVICES,**

**Requesting Dept.: Watershed Management**

**Contract Type: BID**

**Advertisement: Atlanta Journal-Constitution 08/27/06 and 09/03/06**

**Bids/Proposals Due: 09/27/06**

**Invitations Mailed: 40**

**Bids/Proposals Received: Ed Castro Landscape, Inc.**

**Background: Original contract in the amount of \$607,735.03  
was executed 04/27/07 – 04/26/08 for a term of one  
(1) year with two (2) one (1) year renewal options  
(Legislation ID 07-R-0001)**

**Justification:** The Department of Watershed Management desires to authorize 2008 calendar funding for the Landscaping Services to maintain the quality of the facilities in the City of Atlanta.

**Contractor:** **Ed Castro Landscaping**

**Estimated Value:** **\$275,000.00**

**Scope Summary:** This is a request for **Renewal No. 1** of the Original Contract of one (1) year with two (2) one (1) year renewal options. This renewal is a request to continue to provide landscaping and grounds maintenance services for facilities within the City of Atlanta.

**Evaluation Team:** Representatives from the Department of Watershed Management and the Office of Contract Compliance

**Term of Contract:** The term of this Renewal Agreement shall be for a period of one (1) year to cover the period from April 24, 2008 to April 23, 2009.

**Fund Account Centers:** 2J01 (Water and Wastewater Revenue Fund) 523001  
(Service/Repair/ Maintenance Contracts) Q64001  
(Drinking Water Facility Maintenance)

**Prepared By:** Kimberly Lyons, Contracting Officer

**Contact Number:** (404) 865-8521



FILE COPY

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

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

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

07 DEC -6 AM 10:38  
CITY OF ATLANTA  
DEPT. OF PROCUREMENT

**RE: RENEWAL AGREEMENT NO. 1 FOR  
FC-6006007927, Annual Contract for Landscaping Services  
Original Contract Execution Date: 4/27/07-4/26/08  
Contract Term: One (1) Year with Two (2) one-year renewal options  
Contractor: Ed Castro Landscape, Inc.**

Please prepare appropriate legislation for Cycle 1 (January 22, 2008) to renew the above referenced contract with Rockdale Pipeline, Inc.

All contract terms, conditions, and stipulations of the original contract shall remain the same. Attached is requisition no. **Q6408004** in the amount of **\$275,000.00** to be charged to Fund-Account-Center **2J01 (REVENUE WATER AND WASTEWATER REVENUE FUND) 523001 (SERVICE/REPAIR/MAINTENANCE CONTRACTS) Q64001 (DRINKING WATER FACILITY MAINTENANCE)**.

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

/gjc

c: Sheila Pierce, DWM  
Chris Heberd, DW  
Samuel Goodson, DWM  
Cathy Martin, DOP  
Quinn Jackson, DF  
Maisha Land, DWM  
Theresa Stewart, DL  
Benjamin Kuku, DW  
Gwendolyn J. Carswell, DWM  
File



CITY OF ATLANTA

SUITE 1700
55 TRINITY AVENUE, SW
ATLANTA, GA 30303

(404) 330-6010 Fax: (404) 658-7359
Internet Home Page: www.atlantaga.gov

Shirley Franklin
Mayor

OFFICE OF CONTRACT COMPLIANCE
Hubert Owens
Director
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 6006007927, Annual Landscaping Services

DATE: October 5, 2006

The Office of Contract Compliance has reviewed the bid for minority and female business enterprise participation. Ed Castro Landscape, Inc. is an eligible bidder under Section 2-1449(a)(2)(C) of the Equal Business Opportunity (EBO) Code of Ordinances and has been deemed responsive by the Office of Contract Compliance. For your information, they have committed to utilize AABEs and FBEs as indicated below:

Ed Castro Landscape, Inc.

Table with 2 columns: Company Name and Percentage. Rows include Sisky Hauling Company (FBE 6%), Atlantic Landscaping (AABE 17%), Raeford Land Clearing (FBE 7%), Metro Maintenance (FBE 5%), and Participation Total (35%).

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

cc: File
Erin Jenkins, DOP

# REQUISITION



REQUISITION NUMBER

**Q6408004**

BUY ENTITY

**CONT**

REQUESTER I.D.

**543**

SHIP-TO CODE

**134**

FAC

**2J01**

FUND  
(COMPANY)

**523001**

ACCOUNT

**Q64001**

CENTER

DATE NEEDED

12/5/2007

LINE #	ITEM NUMBER	DESCRIPTION	QTY	UOM	UNIT PRICE	ESTIMATED AMOUNT
1	9115000	FC-6006007927, ANNUAL CONTRACT FOR LANDSCAPING SERVICES -- RENEWAL AGREEMENT NO. 1	1		275,000.00	\$275,000.00
TOTAL						\$ 275,000.00

CITY OF ATLANTA  
DEPT. OF PROCUREMENT  
07 DEC - 6 AM 10:38

SUGGESTED VENDOR ED CASTRO LANDSCAPE INC.

VENDOR NUMBER Q6149

DEPARTMENT WATERSHED MANAGEMENT

BUREAU \_\_\_\_\_

CONTACT PERSON Gwendolyn J. Carswell, Watershed Manager DATE COMPLETED 12/05/2007 PHONE NUMBER (404) 330-6331

The undersigned certifies that funds are available at the budget adoption level for all items.

AUTHORIZED SIGNATURE Robert G. Hunter

DATE 12/6/07

DOP/11/5/04

DOP USE ONLY  
BUYER ID: \_\_\_\_\_

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: [Signature] (JTB)

Chief Procurement Officer Signature: [Signature]

**CAPTION**

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FINANCIAL IMPACT (if any):

Mayor's Staff Only

Received by CPO: \_\_\_\_\_ Received by LC from CPO: \_\_\_\_\_

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

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