

**GORDON COUNTY, GEORGIA
MEMORANDUM**

To: Board of County Commissioners
From: Randall Dowling, County Administrator
Subject: Bid Award for Lawn Care Services for Various County Facilities
Date: July 11, 2013

Gordon County solicited for and received sealed written bids for a private company to provide lawn care services for 21 county facilities. Bid documents were prepared and distributed to potential bidders, posted on the county's web site and other procurement web sites, emails and telephone calls were placed to local companies, and a bid announcement was published in the Calhoun Times on May 22 and 29, 2013. The deadline to submit sealed bids was 2:00 p.m. on Wednesday, June 12, 2013. County staff opened the bids received at that time in a public bid opening. Below were the responses:

Bidder	Bid Price
Johnson Lawncare (Ranger, GA)	\$26,995
Quality Lawncare (Rome, GA)	35,000
Turf Tech (White, GA)	43,500
On the Cutting Edge (Calhoun, GA)	48,000
Lawnsapes Northwest (Calhoun, GA)	48,600
Pursuit Lawn Care (Calhoun, GA)	48,600
MILT Corp (East Point, GA)	48,870
Northwest Georgia Paving (Calhoun, GA)	51,767

County staff reviewed and evaluated all submitted bids.

RECOMMENDATION

Staff recommends the Board award this bid to Johnson Lawncare for an annual price of \$26,995. This contract will renew annually if both parties agree for a period of up to three years. See attachment for the list of 21 county facilities, mowing frequency, contract renewal, and possible price increases. Funds for this service was budgeted at \$50,000 from the Buildings & Grounds Department's budget to cover the lawn care cost above as well as any other related costs including chemical applications and pine straw applications performed by the company or county personnel.

Since the state is expected to turn over the operations of the new Battle of Resaca State Park to the county in early September, the contract with Johnson's will not take effect until around September 1, 2013. That time frame will give Johnson's ample time to prepare to implement this contract. Once the contract is effective, Johnson Lawncare will take care of the 21 county facilities and the two existing county employees will take care of the new state park and Ft. Wayne.

Attachments: List of 21 County Facilities Covered under the Contract
Mowing Frequency, Contract Renewal, and Contract Price Increases

Facilities to be serviced:

Administration Building	201 N. Wall Street	Calhoun, GA 30701
Court House	100 S. Wall Street	Calhoun, GA 30701
Public Defender	101 Boston Road	Calhoun, GA 30701
911 Office	100 Nine One One Drive	Calhoun, GA 30701
Tallatoona	194 Newtown Road NE	Calhoun, GA 30701
Senior Center	170 Cambridge Court	Calhoun, GA 30701
DFACS	619 Mauldin Road	Calhoun, GA 30701
Health Department	310 N. River Street	Calhoun, GA 30701
Mental Health	320 N. River Street	Calhoun, GA 30701
Alms House	316-318 N. River Street	Calhoun, GA 30701
Records Retention	788 Harris Beamer Rd	Calhoun, GA 30701
Buildings Shop	870 Harris Beamer Rd	Calhoun, GA 30701
Boys' & Girls Club	1001 S. Wall Street	Calhoun, GA 30701
EMA	4553 Hwy 53 East	Calhoun, GA 30701
Road Department	4011 Hwy 53 East	Calhoun, GA 30701
Ooky Faith Park	402 Belwood Rd SE	Calhoun, GA 30701
Ranger Fire Station #10	131 US Hwy 411	Ranger, GA 30734
Oakman Fire Station #9	227 Oakman Rd NE	Oakman, GA 30732
Radio System Tower	1676 Firetower Road	Fairmount, GA 30139
Geo Chamber Resource	1000 Hwy 53 Spur SW	Calhoun, GA 30701
Ag Service Center	1282 Hwy 53 Spur SW	Calhoun, GA 30701

The contractor shall be responsible lawn maintenance consisting of the below activities and at each of listed facilities (see attached facility list).

Mowing Weekly April thru September

Mowing every 2 weeks March, October and November

Mowing once in December

No mowing in January and February

Trim shrubs 2 times per year

Weed beds and cracks once per month March thru December.

Any chemical applications shall either be contracted on an as needed basis or performed by Gordon County personnel.

Any plant bed maintenance such as mulch and pine straw shall be contracted on as needed basis or performed by Gordon County personnel.

Length of Contract

The County wishes to contract with a service provider for a period of 12 months with the option of renewing the contract for additional one-year terms. The contract start date is estimated to be July 2013.

Contract Renewal

The contract will automatically renew each year if the County has not given notice of intent to not renew 30 days or greater than the renewal date.

Contract Price Increases

Contractor is to provide a contract price increase notice 60 days or greater prior to renewal date. If no notice is received by the County the contract will automatically renew at the price of the prior year.