

RESOLUTION NO. _____

**AUTHORIZATION FOR CONTRACT RENEWAL OF LAWN MAINTENANCE
SERVICES FOR PARK DUVALLE**

Item No. 5b

WHEREAS, funds are allocated in the Park DuValle II, III and IV Partnership Operating Funds for lawn maintenance services for Park DuValle; and

WHEREAS, staff developed a bid proposal for lawn maintenance services for Park DuValle; and

WHEREAS, on February 19, 2019 bids were received and one bid tabulated; and

WHEREAS, staff reviewed the bid received and determined U.S. Lawns to be the most responsive and responsible bid received; and

WHEREAS, LMHA received approval from HUD to award sole source contract to U.S. Lawns; and

WHEREAS, LMHA entered into a one (1) year contract with U.S. Lawns with a renewal option of four (4) additional one-year renewal options; and

WHEREAS, U.S. Lawns has exercised the initial contract and first one-year renewal option; and

WHEREAS, LMHA and U.S. Lawns would like to exercise the second one-year renewal option.

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NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Lisa Osanka, is hereby authorized to enter into a contract with U.S. Lawns for lawn maintenance services for Park DuValle in an amount of \$121,599 annually.

RESOLUTION BACKGROUND STATEMENT

AUTHORIZATION FOR CONTRACT RENEWAL OF LAWN MAINTENANCE SERVICES FOR PARK DUVALLE

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I. STATEMENT OF FACTS:

There is an on-going need for turf and landscape maintenance services at Park DuValle. This service is required to maintain and improve the appearance of the site.

Funds have been allocated in the Park DuValle II, III and IV Partnership Operating Funds to contract for lawn maintenance services at Park DuValle.

Staff developed specifications and advertised for bids on January 30, 2019. The following bid was received on February 19, 2019:

<u>Vendor</u>	<u>Bid</u>
U.S. Lawns	\$121,599.00

II. ALTERNATIVES:

- A. Award a contract to U.S. Lawns for lawn maintenance services for Park DuValle in the amount of \$121,599.00 annually, with the option for two remaining one-year renewals.
- B. Do not approve the contract at this time.

III. RECOMMENDATION:

Staff recommends alternative "A".

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IV. JUSTIFICATION:

Park DuValle is a LMHA owned property that is privately managed by Winterwood. The site is approximately 125 acres with 513 units. Winterwood currently employs nine maintenance employees. Such staff is inadequate to provide the lawn and landscape services that our residents deserve and address other maintenance issues in a timely manner.

Contracting for this service is necessary to enhance the site appearance and enable Winterwood's staff to address the needs of the Park DuValle residents in an expedient matter.

LMHA had Winterwood staff complete the contract renewal evaluation form. Winterwood provided an evaluation of U.S. Lawns as Average to Above Average.

The annual contract allows LMHA to secure quality services at consistent, competitive prices for one year with four (4) one-year renewal options, rather than at fluctuating rates.

The annual contract eliminates the administrative burden of multiple procurements.

V. BUDGET APPROVAL:

Funds were allocated for lawn maintenance services at Park DuValle contract in the 2021 Park DuValle II, III and IV Partnership Operating Funds.

Angela Larsson, Director of Finance

Date

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VI. PROCUREMENT CERTIFICATION:

The procurement of this contract is in compliance with the Louisville Metro Housing Authority Procurement Policy and Procedures.

U.S. Lawns does not use subcontractors so, therefore MBE participation goals do not apply. Approximately 75% of U.S. Lawn's employees are members of a racial minority.

Steve Webb, Purchasing Agent

Date

Submitted by: Greg Crum
Assistant Director of Property Management

Approved by: Ucresia Sistrunk
Director of Property Management
March 16, 2021