

**Columbus Consolidated Government
Council Meeting Agenda Item**

TO:	Mayor and Councilors
AGENDA SUBJECT:	Landscape Materials (Annual Contract)
INITIATED BY:	Finance Department

It is requested that Council approve the annual contract for the purchase of landscape material on an “as needed” basis, from SiteOne Landscape Supply, LLC (Cleveland, OH) as the Primary Contractor, for the estimated annual contract value of \$61,700.00, and Top Quality Straw, Inc (Phenix City, AL) as the Secondary Contractor, for the estimated annual contract value of \$66,850.00.

The landscape material will consist of approximately 1,000 bales of pine straw, 10,000 bales of long leaf pine straw and 4,000 bales of wheat straw. The estimated quantities are based on the using departments’ prior usage. The departments may purchase more or less of the estimated quantity. Public Works and Parks and Recreation will use the landscape material in flower beds located in City parks and for erosion control mulch. This contract may also be utilized by any other City agencies requiring the goods and services.

SiteOne Landscape Supply, LLC, as the Primary Contractor and Top Quality Straw, Inc. as the Secondary Contractor will provide various landscape materials. When product is required, the City will contact the Primary Contractor first, if the Primary Contractor is unable to provide the product, then the Secondary Contractor will be contacted.

The term of the contract will be for two (2) years, with option to renew for three (3) additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor(s).

Bid specifications were posted on the web pages of the Purchasing Division, DemandStar and Georgia Procurement Registry. Three bids were received on August 12, 2020. This bid has been advertised, opened and reviewed. The bidders were:

Description/Vendor	SiteOne Landscape Supply (Cleveland, OH)	Top Quality Straw, Inc. (Opelika, AL)	JA&E Veterans Support Ctr (Lawrenceville, GA)	*Custom Pine Straw, Inc. (High Springs, FL)
1. Pine straw Est. Qty – 1,000	Unit Price: \$3.50 Total Price: \$3,500.00	Unit Price: \$3.85 Total Price: \$3,850.00	Unit Price: \$7.18 Total Price: \$7,180.00	Unit Price: \$2.99 Total Price: \$2,990.00
2. Long Leaf Pine Straw Est. Qty – 10,000	Unit Price: \$ 3.60 Total Price: \$36,000.00	Unit Price: \$ 4.00 Total Price: \$40,000.00	Unit Price: \$ 7.45 Total Price: \$74,500.00	Unit Price: \$3.65 Total Price: \$36,500.00
3. Wheat Straw Est. Qty – 4,000	Unit Price: \$5.55 Total Price: \$22,200.00	Unit Price: \$5.75 Total Price: \$23,000.00	Unit Price: \$14.24 Total Price: \$56,960.00	Unit Price: \$4.75 Total Price: \$19,000.00
**4. Hay Est. Qty – 4,000	<i>Unit Price: no bid</i> <i>Total Price:</i>	<i>Unit Price: no bid</i> <i>Total Price:</i>	<i>Unit Price: \$14.06</i> <i>Total Price: \$56,240.00</i>	<i>Unit Price: \$4.55</i> <i>Total Price: \$18,200.00</i>
Bid Amount	\$61,700.00	\$66,850.00	\$194,880.00	*\$76,690.00

**Denotes the vendor was non-responsive with no formal bid forms submitted.*

***Using Departments decided not to utilize hay on this bid.*

Funds are budgeted each fiscal year for this on-going expense: Sewer Fund – Public Works – Sewer Maintenance – Horticulture/Landscaping Supplies, 0202-260-3210-SWRM-6727; Paving Fund - Public Works - Right Of Way Maintenance - Horticulture/Landscaping Supplies, 0203-260-3120-ROWM-6727; Integrated Waste Management Fund - Public Works - Pine Grove Landfill - Horticulture/Landscaping Supplies, 0207-260-3560-PGRO-6727; General Fund - Parks and Recreation – Park Services – Grounds Maintenance, 0101-270-2100-PSRV-6576.

A RESOLUTION

NO. _____

A RESOLUTION AUTHORIZING THE PURCHASE OF LANDSCAPE MATERIALS, ON AN “AS NEEDED” BASIS, FROM SITEONE LANDSCAPE SUPPLY, LLC (CLEVELAND, OH) AS THE PRIMARY CONTRACTOR FOR THE ESTIMATED ANNUAL CONTRACT VALUE OF \$61,700.00, AND TOP QUALITY STRAW, INC (PHENIX CITY, AL) AS THE SECONDARY CONTRACTOR FOR THE ESTIMATED ANNUAL CONTRACT VALUE OF \$66,850.00.

WHEREAS, the landscape material will consist of approximately 1,000 bales of pine straw, 10,000 bales of long leaf pine straw and 4,000 bales of wheat straw. The estimated quantities are based on the using department’s prior usage. The departments may purchase more or less of the estimated quantity. Public Works and Parks and Recreation will use the landscape material in flower beds located in City parks and for erosion control mulch. This contract may also be utilized by any other City agencies requiring the goods and services; and,

WHEREAS, SiteOne Landscape Supply, LLC, as the Primary Contractor and Top Quality Straw, Inc. as the Secondary Contractor will provide various landscape materials. When product is required, the City will contact the Primary Contractor first, if the Primary Contractor is unable to provide the product, then the Secondary Contractor will be contacted; and,

WHEREAS, the term of the contract will be for two (2) years, with the option to renew for three (3) additional twelve-month periods. Contract renewal will be contingent upon the mutual agreement of the City and the Contractor(s); and,

NOW, THEREFORE, THE COUNCIL OF COLUMBUS, GEORGIA, HEREBY RESOLVES AS FOLLOWS:

That the City Manager is hereby authorized to purchase landscape materials, on an “as needed” basis, from SiteOne Landscape Supply, LLC (Cleveland, OH) as the Primary Contractor and Top Quality Straw, Inc. (Phenix City, AL) as the Secondary Contractor for the estimated annual contract value of \$61,700.00. Funds are budgeted each fiscal year for this on-going expense: Sewer Fund – Public Works – Sewer Maintenance – Horticulture/Landscaping Supplies, 0202-260-3210-SWRM-6727; Paving Fund - Public Works - Right Of Way Maintenance - Horticulture/Landscaping Supplies, 0203-260-3120-ROWM-6727; Integrated Waste Management Fund - Public Works - Pine Grove Landfill - Horticulture/Landscaping Supplies, 0207-260-3560-PGRO-6727; General Fund - Parks and Recreation – Park Services – Grounds Maintenance, 0101-270-2100-PSRV-6576;

Introduced at a regular meeting of the Council of Columbus, Georgia, held the _____ day of _____, 2020 and adopted at said meeting by the affirmative vote of _____ members of said Council.

Councilor Allen voting _____.
Councilor Barnes voting _____.
Councilor Crabb voting _____.
Councilor Davis voting _____.
Councilor Garrett voting. _____.

Councilor House voting _____.
Councilor Huff voting _____.
Councilor Thomas voting _____.
Councilor Tucker voting _____.
Councilor Woodson voting _____.

Sandra T. Davis, Clerk of Council

B. H. "Skip" Henderson, III, Mayor