



## Town of Lake Park Town Commission

### Agenda Request Form

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**Meeting Date:** January 21, 2026

**Originating Department:** Public Works

**Agenda Title:** Resolution 10-02-26 – Agreement - Winter and Summer Fertilization Services – Trugreen - \$12,400.20

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**Approved by Town Manager:** \_\_\_\_\_ **Date:** \_\_\_\_\_

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**Cost of Item:** \$12,400.20 **Funding Source:** General Fund  
**Account Number:** 001-572-406- **Finance Signature:** Barbara A. Gould  
**001-408-597** 3400

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**Advertised:**  
**Date:** N/A **Newspaper:** \_\_\_\_\_

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**Attachments:** Resolution 10-02-26  
Agreement for Winter and Summer Fertilization Services – Trugreen  
RFQ 140-2025 Request for Quotes and Trugreen Proposal

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**Please initial one:**  
\_\_\_\_\_  
Yes, I have notified everyone.  
\_\_\_\_\_  
Not applicable in this case

**Summary Explanation/Background:**

The Public Works Department has identified a need to procure seasonal fertilization services for approximately 623,620 square feet of turf and landscaped areas across three (3) Town maintained sites to ensure the continued health, appearance and proper maintenance of Town grounds.

As a result, the Town issued a Request for Quotation (RFQ No. 140-2025 – December 16, 2025) in accordance with the Town's Procurement Policy. The intent of this RFQ was to seek a qualified vendor to provide winter and summer fertilization services for approximately 623,620 square feet of turf and landscaped areas across three (3) Town maintained sites.

The proposed agreement would follow the Town of Lake Park's Procurement Policy - Sec. 2-246. Thresholds for the procurement of goods and services.

1. For goods and services with a value greater than \$10,000, but less than \$35,000, the town manager or designee shall electronically post on the town's website a description of the goods and services being sought for at least seven (7) consecutive business days. The posted information shall include the scope of work, specifications for goods and the response forms to be used by Offerors in response to the request for quotation (RFQ).

Note: Various documents related to this RFQ process are either attached and/or available for review by contacting the Town Clerk's Office, including RFQ No. 140-2025 and published addendums, as required.

To ensure the lowest possible price, staff is recommending that the Town enter into an agreement with Trugreen in the amount of \$12,400.20. If approved, the Town Commission would accept Trugreen's approved pricing, including all terms, conditions, and pricing therein. The Town will not expend more than the amount within the approved budget as it may be adopted/amended each year for these goods and services over the term of this contract.

Funding to support this project is available within the FY 2026 Budget – General Fund - Grounds Maintenance Contractual Services.

If approved, the first of the fertilization services are expected to be performed by February 2026 and the second fertilization services are expected to be performed by August 2026.

The proposed Agreement was prepared by the Town's Public Works Director and reviewed by the proposed vendor, Trugreen, the Finance Director and the Town Attorney.

The Town has not previously contracted with Trugreen; however, they are an established firm with a strong record of performance in the lawn care industry.

**Recommendation:**

I move to authorize Resolution 10-02-26 approving an Agreement to provide winter and summer fertilization services with Trugreen, in the amount of \$12,400.20; and authorize the Mayor to execute the proposed Agreement with Trugreen.