SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Award and enter into contract with Arbor Care Tree Service as the Primary Contractor and with Furlong Tree Service as the Secondary Contractor for ITB 018-0-2011/AT Sumter County Routine Tree Services (Staff recommends approval).

REQUESTED ACTION: **Award and enter into contract with Arbor Care Tree Service (Primary) and Furlong Tree Services (Secondary)**

☐ Work Session (Report Only) **DATE OF MEETING:** 9/27/2011
☒ Regular Meeting ☐ Special Meeting

CONTRACT: ☐ N/A Vendor/Entity: Arbor Care Tree Services and Furlong Tree Services

Effective Date: 9/27/2011 Termination Date: 9/27/2013
Managing Division / Dept: Road and Bridge / Public Works

BUDGET IMPACT:
☒ Annual **FUNDING SOURCE:** County Trans Trust
☐ Capital **EXPENDITURE ACCOUNT:** 103-340-541-3400
☐ N/A

HISTORY/FACTS/ISSUES:
ITB 018-0-2011/AT Sumter County Routine Tree Services was broadcast on August 26, 2011. Proposals were due on September 16, 2011 at 10:00am. Proposals were opened at 10:05am in Room 208 located in The Villages Sumter County Service Center, 7375 Powell Road, Wildwood, FL 34785. Five (5) bids were received on time. See attached pricing spreadsheet.

The Selection Committee met on September 20, 2011 at 10:00am in Room 208. The Selection Committee discussed the five bids that were submitted. The Selection Committee is recommending to the Sumter County Board of County Commissioners to award and enter into contract with two companies. Arbor Care Tree Service as the primary contractor and Furlong Tree Services as the secondary contractor. The reason for entering into two contracts is in case of an unforeseen event / storm in Sumter County.

Rae L. Wilson Enterprises has the lowest prices for hourly rates on the pricing spreadsheet. However, they added a fee agreement to their bid stating Sumter County would pay a 45% mark up for each employees hourly rate for each job performed. This was not something requested in the bid. Also, this mark up would increase their hourly rates to higher than quoted from their bid. The Selection Committee did not recommend Rae L. Wilson Enterprises for award of this bid based on the two reasons listed above.

The following items are attached: A) Executive Summary B) Pricing Information C) legal ad D) bid opening meeting minutes from 9-16-2011 E) selection committee meeting minutes from 9-20-2011 F) contract with Arbor Care Tree Services G) contract with Furlong Tree Services and H) Arbor Tree Care Services bid I) Furlong Tree Services bid J) ITB packet.