SUMTER COUNTY BOARD OF COMMISSIONERS
EXECUTIVE SUMMARY

SUBJECT: Award and enter into contract with PROscape, Inc. for RFP 012-0-2011/AT Lawn Sumter County Mowing & Landscape Services (Staff recommends approval).

REQUESTED ACTION: **Award and enter into contract with PROscape, Inc.**

☐ Work Session (Report Only) **DATE OF MEETING:** 8/9/2011
☒ Regular Meeting ☐ Special Meeting

CONTRACT: ☐ N/A Vendor/Entity: PROscape, Inc.
Effective Date: 9/1/2011 Termination Date: 10/1/2014
Managing Division / Dept: Public Works / Facilities Maintenance

BUDGET IMPACT: $280,738.88
☒ Annual **FUNDING SOURCE:** **Facilities Development & Maintenance**
☐ Capital **EXPENDITURE ACCOUNT:** **001-100-519-3434**
☐ N/A

HISTORY/FACTS/ISSUES:
RFP 012-0-2011/AT Sumter County Mowing & Landscape Maintenance Services was broadcast on June 22, 2011. Proposals were due on July 22, 2011 at 10:00am. Proposals were opened at 10:05am in Room 208 located within The Villages Sumter County Service Center, 7375 Powell Road, Wildwood, FL 34785. Three (3) proposals were received on time.

The Selection Committee met on July 26, 2011 at 10:13 am in Room 208 located within The Villages Sumter County Service Center, 7375 Powell Road, Wildwood, FL 34785. The Selection Committee agreed based on RFP packet review, discussion, and scoring to recommend PROscape, Inc. to the Board of Sumter County Commissioners for award and enter to into contract for Mowing and Landscape Maintenance Services. RPF rankings were as follows:

Company name	*Location*	*Annual cost*	*Ranking*
Circle C Landscaping Services	Webster, FL	$66,240.00	2 (9.7 points)
PROscape	Orlando, FL	$55,380.00	1 (11 points)
Southern Lawn Care Mid FL	Ocala, FL	$50,700.00	Incomplete proposal package

See the following attached items: A) Executive Summary, B) Contract with PROscape, Inc. C) bid opening meeting minutes from 7/22/2011, and selection meeting minutes & score sheets from 7/26/11, D) PROscape, Inc. proposal, and E) the RFP bid document with proof of publication.