

RESOLUTION NO. _____

**AUTHORIZATION TO RENEW LAWN MAINTENANCE SERVICES CONTRACT
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 March 28, 2023, two bids were received, and tabulated; and

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

WHEREAS, U. S. Lawns previously provided above average lawn care services; and

WHEREAS, Management recommends renewal of this contract to U.S. Lawns for one (1) year, with four (4) one-year renewal options; and

WHEREAS, the initial year contract has expired and U.S. Lawns and LMHA would like to exercise the first one-year renewal.

NOW, THEREFORE, BE IT RESOLVED BY THE LOUISVILLE METRO HOUSING AUTHORITY BOARD OF COMMISSIONERS, that the Executive Director and Contracting Officer, Elizabeth Strojan, is hereby authorized to enter into a contract with U.S. Lawns for lawn maintenance services for Park DuValle in an amount of \$149,814.20 annually.

RESOLUTION BACKGROUND STATEMENT

**AUTHORIZATION TO RENEW LAWN MAINTENANCE SERVICES CONTRACT
FOR PARK DUVALLE**

Item No. 5B

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 February 28, 2023. The following bids were received on March 28, 2023:

<u>Vendor</u>	<u>Bid</u>	Zone 1	Zone 2
U.S. Lawns		\$86,231.38	\$63,582.82
Habitat Louisville		\$234,558.86	\$205,506.92

The bid submitted by U.S. Lawns in the amount of \$149,814.20 annually was determined to be the lowest and most responsible and responsive bid received.

II. ALTERNATIVES:

- A. Award a contract to U.S. Lawns for lawn maintenance services for Park DuValle in the amount of \$149,814.20 annually.
- B. Do not approve the contract at this time.

III. RECOMMENDATION:

Staff recommends alternative "A."

RESOLUTION BACKGROUND STATEMENT

**AUTHORIZATION TO RENEW LAWN MAINTENANCE SERVICES CONTRACT
FOR PARK DUVALLE**

Item No. 5B

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 (9) 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.

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.

LMHA staff completed the Contract Renewal Evaluation Form. This vendor received an overall rating of Above Average (Above Average/Average/Below Average).

V. BUDGET APPROVAL:

Funds were allocated for lawn maintenance services at Park DuValle contract in the 2024 Park DuValle II, III and IV Partnership Operating Funds.

Jeffrey Ralph, Director of Finance

Date

RESOLUTION BACKGROUND STATEMENT

**AUTHORIZATION TO RENEW LAWN MAINTENANCE SERVICES CONTRACT
FOR PARK DUVALLE**

Item No. 5B

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; 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 and approved by: Greg Crum, Assistant Director of Property Management
Ucresia Sistrunk, Director of Property Management
March 19, 2024