VILLAGE OF KEY BISCAYNE

Office of the Village Manager

MEMORANDUM

Village Council
Mayra P. Lindsay, *Mayor*
Franklin H. Caplan, *Vice Mayor*
Luis F. de la Cruz
Theodore Holloway
Michael E. Kelly
Edward London
James S. Taintor

Village Manager
John C. Gilbert

DATE: July 7, 2015

TO: Honorable Mayor and Members of the Village Council

FROM: John C. Gilbert, Village Manager

RE: GreenSource Landscape and Sports Turf, Inc. for Field Renovations

RECOMMENDATION

It is recommended that the Village Council authorize the Village Manager to in enter into an agreement with GreenSource Landscape and Sports Turf, Inc. for field maintenance and renovations.

BACKGROUND

On April 14th David Nardone made a presentation to the Village Council regarding the Village athletic fields. Mr. Nardone began the process of developing an approach to address the needs of the fields at St. Agnes, the Key Biscayne Elementary School and the Village Green. The Village Council discussed the need to address St. Agnes and the Key Biscayne Elementary School. Mr. Nardone and the Village Council also discussed the importance of identifying a contractor to improve the maintenance of the Villages' athletic fields.

Mr. Nardone determined specifications to rehabilitate the school fields. These specifications were provided to GreenSource to provide cost estimates for Mr. Nardone's evaluation. On June 25th David Nardone conducted an on-site meeting with GreenSource to assess their work at the Village Green, as well as, discuss the planned rehabilitation of the school fields and continued maintenance of the fields. The scope of the work was amended in accordance with the direction provided at this meeting.

Mr. Nardone's recommendation to proceed with GreenSource to rehabilitate these fields is attached as Exhibit "B".

Exhibit "A" includes a summary of the work to be completed, as well as, the estimates provided by GreenSource.

Reviewed by Mr. Terrance McKinley from Weiss Serota Helfman Pastoriza Cole & Boniske as to form and legal sufficiency.

RESOLUTION NO. 2015- _____

A CAPITAL PROJECT AUTHORIZING RESOLUTION OF THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA CONCERNING SURFACE RENOVATION OF AN ATHLETIC FIELD UTILIZED BY THE VILLAGE AT THE ST. AGNES CATHOLIC CHURCH AND SURFACE RENOVATION OF AN ATHLETIC FIELD UTILIZED BY THE VILLAGE AT THE KEY BISCAYNE K-8 CENTER; WAIVING COMPETITIVE BIDDING FOR THE SURFACE RENOVATIONS PURSUANT TO SECTION 2-85 OF THE VILLAGE CODE; APPROVING A CONTRACT BETWEEN THE VILLAGE AND GREENSOURCE LANDSCAPE & SPORTS TURF, INC. FOR SURFACE RENOVATION OF THE TWO ATHLETIC FIELDS; PROVIDING FOR EFFECTIVE DATE.

WHEREAS, pursuant to a License Agreement, dated June 23,2004, as amended August 31, 2009 and as amended again September 12, 2014, with the Archdiocese of Miami, the Village is licensed to use the Athletic Field at St. Agnes Catholic Church and is responsible for the maintenance and upkeep of the licensed Athletic Field; and

WHEREAS, pursuant to a Lease Agreement, dated January 1, 1994, as amended August 25, 1999 and as amended again January 1, 2014, with the School Board of Miami-Dade County, the Village has leased the Athletic Field at Key Biscayne K-8 Center, f.k.a. Key Biscayne Elementary School, and is responsible for the maintenance and upkeep of the leased Athletic Field; and

WHEREAS, both the licensed Athletic Field at St. Agnes Catholic Church and the leased Athletic Field at Key Biscayne K-8 Center have been successfully utilized by the Village since the inception of the respective agreements allowing their use by the Village and, notwithstanding annual routine maintenance performed by the Village as required by the agreements, have since become in need of surface renovation due to normal wear and tear; and

WHEREAS because both the school and sports seasons will begin in late Summer, it is necessary to expeditiously proceed with such surface renovation so as not to interfere with either the school or sports seasons; and

WHEREAS, GreenSource Landscape & Sports Turf, Inc. is willing and able to perform the surface renovation work on the licensed Athletic Field at St. Agnes Catholic Church and the leased Athletic Field at Key Biscayne K-8 Center and has proposed reasonable prices for the surface renovations thereon; and

WHEREAS, the Village Council finds that competitive bidding procedures for the surface renovation work may be waived by the Council pursuant to Village Code Section 2-85 upon the Council finding that it is impractical to apply such competitive bidding procedures in light of the need to expeditiously complete the surface renovation of the Athletic Fields prior to the beginning of the 2015 school and sports seasons; and

WHEREAS, the Village Council finds that it is in the best interest of the Village to proceed as indicated in this Resolution.

NOW, THEREFORE, IT IS HEREBY RESOLVED BY THE VILLAGE COUNCIL OF THE VILLAGE OF KEY BISCAYNE, FLORIDA, AS FOLLOWS:

Section 1. **Recitals Adopted.** That each of the recitals stated above is hereby adopted and confirmed.

Section 2. **Work Authorized, Specification of Funds.** That the surface renovation work for the licensed Athletic Field at St. Agnes Catholic Church and the leased Athletic Field at Key Biscayne K-8 Center (the "Renovations") as described herein and in Exhibit "A", attached hereto, are hereby approved and authorized subject to prior written approval by the licensor and lessor, respectively..

Section 3. **Competitive Bidding Waived.** That pursuant to Village Code Section 2-85, competitive bidding procedures of the Village Code are hereby waived for the above-described construction activities.

Section 4. **Agreement Approved.** That the Village Manager is hereby authorized to enter into an agreement between the Village and GreenSource Landscape & Sports Turf, Inc. to perform the Renovations that are consistent with the requirements of this Resolution and are as described on Attachment "A" hereto, and such agreement is hereby approved and authorized, subject to approval of the Village Attorney as to legal form and sufficiency, and provided that no Notice to Proceed shall be issued until Village receipt of prior written approval of the appropriate licensor and lessor.

Section 5. **Implementation.** That the Village Manager is hereby authorized to take any and all action necessary to implement the purposes of this Resolution and the Agreement.

Section 6. **Effective Date.** That this Resolution shall be effective immediately upon adoption hereof.

PASSED AND ADOPTED this _____ day of July, 2015.

_____
MAYRA P. LINDSAY, MAYOR

ATTEST:

CONCHITA H. ALVAREZ, CMC

_____
VILLAGE CLERK

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:

_____
VILLAGE ATTORNEY

EXHIBIT A

SCOPE OF WORK AND ASSOCIATED PRICES FOR THE RENOVATION OF ATHLETIC FIELDS AT ST. AGNES CATHOLIC CHURCH AND KEY BISCAYNE K-8 CENTER

Scope of Work and Associated Prices

Item	Price	Description
1.	$38,018.32	Perform renovations to the athletic field at St. Agnes Catholic Church, including sod replacement, weed clean-up, deep-tine aeration, top dressing and grow-in fertility, in accordance with GreenSource Landscape & Sports Turf, Inc. (GreenSource) proposal of June 23, 2015, Estimate EST215030.
2.	$ 7,411.94	Perform 30-day maintenance program for the St. Agnes Catholic Church athletic field, including mowing and edging, irrigation wet check, Polyon fertilizing, foliar fertilizing, weed management and pull-behind aeration, in accordance with GreenSource proposal of June 26, 2015, Estimate EST53804.
3.	$67,101.15	Perform renovations to the west portion of athletic field site at Key Biscayne K-8 Center (Phase 1), including sod replacement, weed clean-up, deep-tine aeration, top dressing, grow-in fertility, and baseball infield renovation, in accordance with GreenSource proposal of June 23, 2015, Estimate EST215110.
4.	$26,475.32	Perform renovations to the east portion of athletic field site at Key Biscayne K-8 Center (Phase 2), including sod replacement, top dressing and grow-in fertility, in accordance with GreenSource proposal of June 26, 2015, Estimate EST216825.
5.	$ 6,121.97	Perform 30-day maintenance program for the Key Biscayne K-8 Center athletic field, including mowing and edging, irrigation wet check, Polyon fertilizing, foliar fertilizing, weed management and pull-behind aeration, in accordance with GreenSource proposal of June 26, 2015, Estimate EST53804.

Total Contract Price: $145,128.70

Contract Time: This work shall be commenced upon receipt by GreenSource of a Notice to Proceed from the Village of Key Biscayne and, except for Item 4, completed within 30 calendar days. The deferred work od Item 4 (Key Biscayne K-8 Center, Phase 2) shall require a separate Notice to Proceed and shall include its own completion time.

Proposal

GreenSource Landscape & Sports Turf

Client Name: Village Of Key Biscayne
Project Name: St. Agnes Renovation
Jobsite Address:
Billing Address:
Estimate ID: EST215030
Date: Jun 23, 2015

Sod Renovations **$29,491.83**

Strip, prepare & install approximately 38,000sqft of certified celebration bermudagrass in large rolls.

Weed Clean-Up **$1,885.68**

Three (3) wall-to-wall boom applications of selective herbicides to address current weed problems.

*Applications to be applied in accordance to chemical label recommendations.

Deep Tine Aeration **$1,425.12**

Two (2) deep tine aerations using solid tines.

*Confirm with customer depth of irrigation prior to setting tine depth.

Top-Dressing **$3,622.30**

- 1/4" silica sand applied to established turf areas.
- 1/8" silica sand applied to newly sodded areas.

Grow-In Fertility **$1,593.39**

Foliar liquid fertility application containing:

- Controlled N source
- K source
- Micronutrient package

30 Day Maintenance Program **$7,411.94**

Subtotal	$45,430.26
Taxes	$0.00

Proposal

GreenSource Landscape & Sports Turf

Client Name:	Village Of Key Biscayne
Project Name:	K-8 Renovation: Phase 1
Jobsite Address:	
Estimate ID:	EST215110
Date:	Jun 23, 2015

Billing Address:

Phase 1:

- Finish grade & sod where trailers are being removed from
- Herbicide applications
- Cultivation
- Top-dressing
- Grow-in fertility
- Infield renovation
- Collar drain

Sod Renovations **$21,259.63**

Strip, prepare & install approximately 26,400sqft of certified celebration bermudagrass in large rolls.

Weed Clean-Up **$1,885.68**

Three (3) wall-to-wall boom applications of selective herbicides to address current weed problems.

*Applications to be applied in accordance to chemical label recommendations.

Deep Tine Aeration **$1,425.12**

Two (2) deep tine aerations using solid tines.

*Confirm with customer depth of irrigation prior to setting tine depth.

Top-Dressing **$5,909.96**

Silica sand to be applied at 1/4" as top-dressing

Grow-In Fertility **$1,593.39**

Foliar fertility application.

Infield Renovation **$27,149.36**

Remove current infield material and replace with all clay infield.

Lasergrade infield

Collar Drain **$7,878.01**

- 10" below sod and root zone.
- Corrugated pipe in drainage stone and fresh silica course sand
- Connection to adjacent catch basins.

Subtotal	$67,101.15
Taxes	$0.00
Estimate Total	$67,101.15

The estimate is put forth in good faith as we understand the specifications provided to us as the work to be performed. Only those items specifically stated in our estimate are included at the prices quoted in the estimate. Any additional work requested is subject to a written work order approved by owner and/or owner's representation.

Estimate authorized by: _____
Company Representative

Signature Date: 6/30/15

Estimate approved by: _____
Customer Representative

Signature Date: _____

Proposal

GreenSource Landscape & Sports Turf

Client Name: Village Of Key Biscayne
Project Name: K-8 Renovation: Phase 2
Jobsite Address:
Estimate ID: EST216825
Date: Jun 26, 2015

Billing Address:

Phase 1:

- Finish grade & sod East half of the field
- Top-dressing
- Deep tine aeration
- Grow-in fertility
- 30 day maintenance program

Sod Renovations	**$21,259.63**

Strip, prepare & install approximately 26,400sqft of certified celebration bermudagrass in large rolls.

Top-Dressing	**$3,622.30**

Silica sand to be applied at 1/4" as top-dressing

Deep Tine Aeration	**$1,419.77**

Two (2) deep tine aerations using solid tines.

*Confirm with customer depth of irrigation prior to setting tine depth.

Grow-In Fertility	**$1,593.39**

Foiar fertility application.

30 Day Maintenance Program	**$6,121.97**

Subtotal	$34,017.06
Taxes	$0.00
Estimate Total	**$34,017.06**

The estimate is put forth in good faith as we understand the specifications provided to us as the work to be performed. Only those items specifically stated in our estimate are included at the prices quoted in the estimate. Any additional work requested is subject to a written work order approved by owner and/or owner's representation.

Estimate authorized by: _____
Company Representative

Signature Date: 6/30/15

Estimate approved by: _____
Customer Representative

Signature Date: _____

Exhibit B

Stantec

July 1, 2015
File: 215612626

Attention: Todd Hofferberth, Parks & Recreation Director
Village of Key Biscayne
88 West McIntyre Street
Key Biscayne, Florida 33149

Dear Mr. Hofferberth,

Reference: Maintenance of Village Green/K-8/St. Agnes Fields
Renovation of St. Agnes and K8 Fields
Stantec Project No. 215612626

As requested by the Village, we requested and reviewed several proposals provided by Green Source, Inc. The proposals include the following 1) 6 months of detailed maintenance of the Village Green Fields, St. Agnes Fields, and K8 Fields, 2) irrigation inspections of Village Green, St. Agnes, and K-8 Fields 3) Renovation and 30 days of maintenance of St. Agnes Field, 4) K-8 Fields Renovation Phase 1 and 5) K-8 Fields Renovation Phase 2.

The proposal costs are in line with pricing received while bidding the Village Green Field Renovations and we find that the scope and fee are typical for what is required to maintain high use fields. Based on Green Source's experience and the Village's time frame we recommend moving forward with these proposals. In regards to the maintenance proposal, we recommend authorizing an initial six (6) month period in order to review the performance and extend the contract time as needed. We propose to provide an update of Green Source's performance after 3 months of maintenance.

To summarize, we recommend that the following work be awarded to Green Source, Inc.:

1) Detailed maintenance of the Village Green Fields, St. Agnes, and K-8 Fields (6 months beyond the establishment period) - **$100,745**
2) Irrigation inspection of Village Green, St. Agnes, and K-8 Fields - **$1,359**
3) St. Agnes Field Renovation (includes 30 days maintenance) - **$45,430**
4) K-8 Field Renovation Phase 1 (includes temp trailer area restoration and infield restoration with drainage connections) - **$67,101**
5) K-8 Field Renovation Phase 2 - **$34,017**

We also recommend budgeting **$15,000** for Sod and Irrigation repairs for the season.

The award is subject to acceptance by the Village Council, execution of the Contract Agreement, submittal by the Contractor of the required Performance and Payment Bonds, and Certificates of Insurance.

Reference: Maintenance of Village Green/K-8/St. Agnes Fields Renovation of St. Agnes and K8 Fields
Stantec Project No. 215612626

Sincerely,

Stantec Consulting Services Inc.

David Nardone, RLA LEED AP
Principal
david.nardone@stantec.com