

City of Tamarac
Interoffice Memorandum
Public Services Department

To: Michael C. Cernech, City Manager
Thru: Jack Strain, Public Services Director
From: Troy Gies, Budget and Contracts Manager
Date: January 14, 2020
Re: Temp. Reso. #13396 – Horticultural Chemical Purchase FY 2020 – February 12, 2020 Commission Agenda

Recommendation:

I recommend the City Commission approve the purchase of horticultural chemicals for aquatic weed control and grounds maintenance; and authorize the appropriate City Officials to select, approve, and award annually the purchase of horticultural chemicals to prequalified vendors utilizing competitive procurement methods in the best interest of the City in an amount not to exceed the approved annual budget for said purpose; and that this item be placed on the February 12, 2020 Commission Meeting Agenda.

Issue:

The annual purchase of horticultural chemicals for aquatic weed control and grounds maintenance utilizing competitive procurement methods with prequalified vendors in the best interest of the City.

Background:

Per the City of Tamarac's Strategic Goal #2, the City is committed to providing a Healthy Financial Environment, and per Strategic Goal #5, A Vibrant Community. To help achieve these goals, the City provides care and maintenance of the canals, waterways, parks, and other public spaces within the City.

Canals and Waterways: In addition to removing trash, debris and other impediments to the flow of stormwater, the City routinely applies horticultural chemicals in order to treat and prevent weed growth in canals and drainage areas. The potential for flooding is greatly reduced by keeping the canals and drainage areas free from excess plant growth. In addition, managing aquatic plant growth maintains the aesthetics of the waterways in a manner consistent with the standards of appearance that have been set.

Grounds Maintenance: The City maintains several sports fields and recreational areas at several City parks. The City utilized horticultural chemicals to control weed growth and to maintain healthy grass and turf year-round.

Availability and pricing of horticultural chemicals is extremely variable and volatile; therefore, the City will seek out competitive quotes from prequalified vendors for chemicals at the time of purchase; such purchases will adhere to the City's Ordinances and Purchasing Policies. Per

City Policy and Code, the City Commission must approve purchases of supplies and materials in excess of \$65,000.

The City of Tamarac Public Services staff shall maintain a list of prequalified vendors for the purchase of horticultural chemicals to be utilized during the current fiscal year. Prequalification shall be granted or revoked by Public Services staff in cooperation with Purchasing and Contracts Division staff; and shall be based on proper vetting of potential vendors. Such vetting shall take into consideration past experience with the vendor and shall incorporate other factors including, but not limited to, competitive pricing, availability of the product, quality of product, and vendor's capability to provide timely fulfillment of orders.

Approval of this proposed Resolution will allow the City to continue a practice that has proven effective, and allow City staff to obtain necessary supplies and services in a timely manner.

Out of an abundance of caution, and based on year-to-date spending, City staff are requesting the City Commission approve expenditures in excess of \$65,000 for the purchase of horticultural chemicals for the purpose of controlling aquatic weeds utilizing the competitive procurement method described above.

Prequalified Vendors

Winfield Solutions

Crop Production Services

Harrell's

Helena Chemical Co., Inc.

SiteOne Landscape Supply

Diamond R Fertilizer Co., Inc.

Fiscal Impact:

The Fiscal Year 2020 Adopted Budget includes \$309,036.00 for the Stormwater Division in Account Number 410-5050-538.52-07 and \$44,200 for the Grounds Maintenance Division in Account 001-5090-541.52-07 for the purchase of horticultural chemicals.