

From: [Messer, Lorie](#)
To: [Berkman, James](#)
Subject: FW: Notice of Intent to Award – Primary Vendor for Facilities and Parks - Landscape Maintenance Services, RFP No. 09-04-19-09
Date: Monday, October 14, 2019 9:13:00 AM

From: Nina Potter <nina@potterslawn.com>
Sent: Thursday, September 26, 2019 2:47 PM
To: Messer, Lorie <LMesser@coconutcreek.net>
Cc: Tetteris, John <JTetteris@coconutcreek.net>
Subject: Re: Notice of Intent to Award – Primary Vendor for Facilities and Parks - Landscape Maintenance Services, RFP No. 09-04-19-09

Good afternoon Lorie,

This email confirms that the per service cost of \$500.00 for the Windmill Dog Parks is correct and the annual amount should read \$16,000 not \$6,000 as was submitted.

All other pricing remains the same.

I apologize for the error and any confusion it may have caused.

Kindest Regards

Nina S. Potter Fernandez
Potter's Lawn & Landscaping
377 SW 14th Avenue
Pompano Beach, FL 33069
Office: (954) 946 7544
Cell: (954) 275 6571
www.potterslawn.com

Sent from my Sprint Samsung Galaxy Note8.

----- Original message -----

From: "Messer, Lorie" <LMesser@coconutcreek.net>
Date: 9/26/19 1:33 PM (GMT-05:00)
To: Nina Potter <nina@potterslawn.com>
Cc: "Tetteris, John" <JTetteris@coconutcreek.net>
Subject: Notice of Intent to Award – Primary Vendor for Facilities and Parks - Landscape Maintenance Services, RFP No. 09-04-19-09

Ms. Fernandez,

Please be advised that the Director of Public Works and technical staff are recommending to the City Commission award of the above-referenced service to your organization.

This letter is not to be construed as the final award of the contract or a Notice to Proceed with the work. Final award is subject to review by the City Clerk's Office, City Attorney's Office and the City Manager's Office, and Commission approval.

In order to initiate the process, we need clarification on your pricing for the total annual extension for the Windmill Dog Parks as highlighted in the attached spread sheet. As per Section III, Detailed Requirements of the RFP, Item 3 Mowing Frequencies, grass shall be mowed thirty-two (32) times annually. Your unit cost is \$500 x 32 = 16,000 and your total annual bid extension is \$6,000. Please verify that the unit cost of \$500 is correct and that the extension price of \$6,000 is not correct, it should be \$16,000.

All other pricing shall remain unchanged.
Thank you,

Lorie Messer, CTCM

Purchasing Analyst



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