




TO: MADISON WHITE, PURCHASING AGENT, FINANCE DEPARTMENT, PURCHASING DIVISION

FROM: CAMILLE WALLACE, ESQ., SENIOR ASSISTANT CITY ATTORNEY 

THROUGH: SARA HEDGES, CITY ATTORNEY 

RE: LANDSCAPE MAINTENANCE OF MEDIANS - BID NO. 2025-039

CAO RLS#: 26-51

DATE: FEBRUARY 19, 2026

I have reviewed the above Request for Legal Services (RLS) to review the Agreement between the city and the Contractor, Elite Landscaping Services d/b/a Partnership Landscaping, for maintenance of medians throughout the city. Please note the following comments:

1. In the redlined version of the Agreement, I added the Contractor's principal place of business per Sunbiz records and noted their mailing address reflected in the Contractor's W-9 form submitted with their bid.
2. A clean version of the Agreement has been included with this Memo which can be used as a template for future agreements.
3. Based on the comments above and recommended changes, **the Agreement is approved as to form and correctness.**
4. Reminder: The Division should place the Agreement on the Commission consent Agenda for review and approval prior to execution by the City. The Contractor, however, should sign the Agreement prior to being placed on the Agenda.

If you have any questions, please do not hesitate to contact this Office via phone or e-mail. Thank you.