



## CITY COMMISSION STAFF REPORT

**DEPARTMENT:** Public Works

**SUBJECT:** Motion to Approve awarding of RFP 2022-3-PW/ Citywide Landscaping Services to Superior Landscaping & Lawn Services, Inc. for City Rights-of-Way (Group A), and Landscape Service Professionals, Inc. for City Parks and Facilities (Group B) – **Public Works**

### **CITY MANAGER RECOMMENDATION:**

The City Manager recommends Commission approval for agreements between Superior Landscaping & Lawn Services and Landscape Service Professionals for Citywide Landscape Services.

### **BACKGROUND:**

At the May 11, 2021 Commission meeting, staff was directed to make significant changes to the existing landscape maintenance contract. Public Works staff collected several landscaping agreements from other Broward County municipalities. From the resources collected, a new bid document was prepared to procure a more robust and performance-based maintenance service that would elevate the health and appearance of landscaping throughout the City.

The new contract service specifically identifies each location as a separate unit of work and stipulates frequency schedules that must be adhered to. Performance standards were established and failure to meet these standards will invoke penalties to include payment deductions and liquidated damages. The required scope of work will include: grounds mowing, turf maintenance, plant and tree pruning, chemical application, irrigation system management, weed and vine removal, litter and debris removal, and restoration of damaged property.

### **ANALYSIS:**

On March 24, 2022 the City released a Request for Proposals for Citywide Landscape Services. A mandatory pre-bid meeting and tour of the City landscaped areas was held on March 31, 2022 where 11 companies participated. A total of four (4) bids were submitted and accepted. The bid proposals were opened on June 2, 2022. All submittals were reviewed and due diligence taken in evaluating and scoring each contractor with a final recommendation made on August 10, 2022.

The evaluation criteria and weighted score for the proposals are as follows: Qualification and experience (30 pts), Technical Approach (20 pts), Financial Stability (10 pts), and Cost (40 pts). The RFP solicitation bid sheets for costs were separated into two groups. One for rights-of-way landscape services (Group A) and the other for building facilities and parks (Group B). The ranking of proposals was first developed using the cost aggregate for both Group A and Group B, and then they were ranked using independent costs for Group A and Group B. The result as follows:

<b>Group</b>	<b>#1 Ranked Firm</b>	<b>Cost of Service</b>
A & B	Superior Landscaping	\$ 1,038,817
A	Superior Landscaping	\$ 392,782
B	Landscape Services Professionals	\$ 364,544

The RFP evaluation team made a unanimous recommendation to award landscape services to Superior Landscaping for Group A and Landscape Services Professionals for Group B. An additional benefit of having two separate contracts is allowing competition to act as a compliance tool. That is, should one company fail to perform service at one of their locations, the work can be removed and assigned to the other company.

The initial term of the contracts are for (3) three years with the option of up to one (1) additional two (2) year renewal term upon agreement between City and contractors.

**STRATEGIC PLAN:**

The award of these landscape services contracts will greatly support the strategic objective for beautification and revitalization. Proper care for landscaping involves more than just the basic cut and trim. Elevated services will lead to healthy, vibrant, and sustainable plant material that will continue to beautify the character of Cooper City.

**FISCAL IMPACT:**

The total cost for the recommended award for citywide landscape services is \$755,326, which is less than the single award for both Groups A&B. The cost of services exceed the planned original budget due to the improved requirements and compliance tools for the contracted service.

<u>General Ledger Acct. Number</u>	<u>Original Budget</u>	<u>Additional Amount Requested</u>	<u>Amended Budget</u>
103-313-531225-541 (Road & Bridge)	\$280,000	\$111,712	\$391,712
001-314-531225-572 (Parks)	\$172,569	\$143,351	\$315,920
400-810-531225-545 (Parking Lot)	\$5,600	\$12,320	\$17,920
450-931-531210-535 (Wastewater)	\$13,000	\$1,887	\$14,887
450-911-531210-533 (Water)	\$13,000	\$1,887	\$14,887

**ATTACHMENTS:**

- 1a. Cooper City Agreement (Signed) - Superior Landscaping & Lawn Service Inc.
- 1b. Cooper City Agreement (Signed) - Landscape Service Professionals Inc.
- 2. Exhibit A - RFP 2022-3-PW Citywide Landscaping Services
- 3a. Exhibit B - Superior Landscaping & Lawn Service Inc.
- 3b. Exhibit B - Landscape Service Professionals Inc.
- 4. RFP 2022-3-PW Evaluation Matrix & Tabulation
- 5a. Vendor Compliance - Superior Landscaping & Lawn Service Inc.
- 5b. Vendor Compliance - Landscape Service Professionals Inc.

## Workflow History



User	Task	Action	Date/Time
Figallo, Maryann	NEW ITEM: Not Yet Routed	Forward to Public Works Director	10/13/22 11:28 AM
Good, Thomas	Assigned to Public Works Director	Return to Original Submitter	10/13/22 11:29 AM
Figallo, Maryann	Returned to Original Submitter by Public Work...	Return to Public Works Director	10/13/22 11:47 AM
	<i>The COI for Landscape Service Professionals is included in the Vendor Compliance.</i>		
Good, Thomas	Assigned to Public Works Director	Return to Finance Director	10/13/22 12:29 PM
Kendrick, Aaron	Assigned to Finance Director	COMPLETE: Forward to City Att...	10/13/22 12:48 PM
Horowitz, Jacob	Assigned to Attorney	COMPLETE: Forward to City Ma...	10/13/22 01:56 PM
Allen, Tedra	Assigned to City Manager	COMPLETE: Forward to City Clerk	10/14/22 10:00 AM
Allen, Tedra	Assigned to City Clerk	APPROVE ITEM: End Workflow	10/14/22 10:06 AM
Allen, Tedra	END WORKFLOW - APPROVED		10/14/22 10:08 AM