



# EVALUATION COMMITTEE MEETING FOR LANDSCAPE & MAINTENANCE SERVICES MINUTES

November 01, 2023 at 11:00 AM

Council Chambers – 340 Ocean Drive and Zoom

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PRESENT:           ANDREA DOBBINS, PROJECT COORDINATOR/RISK MANAGER  
                  MICHAEL A. VENTURA, FINANCE DIRECTOR  
                  STEVEN HALLOCK, DIRECTOR OF PUBLIC WORKS  
                  CAITLIN E. COPELAND-RODRIGUEZ, TOWN CLERK

Audience: 8 (2 via Zoom)

## **CALL TO ORDER – 11:00AM**

Finance Director Ventura called the meeting to order at 11:00am. He announced that the public is allowed to attend the meeting, but participation is limited to the Evaluation Committee members only. He also stated that the purpose of the Committee meeting is to review, rank and vet out the companies which submitted proposals to the Town's RFP, Request for Proposal for Landscape & Maintenance Services for the Town of Juno Beach.

## **REVIEW OF PROPOSALS**

Finance Director Ventura stated that they received a total of four (4) responses to the RFP and he explained the process for ranking the firms and giving a recommendation to Council.

The Committee reviewed and discussed the following proposals:

### **ARAZOZA BROTHERS MAINTENANCE**

Director of Public Works Hallock stated that he gave this company a total of 80 out of 100.

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 65 out of 100.

Finance Director Ventura stated that he gave this company a total of 93 out of 100.

**BRIGHTVIEW**

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 65 out of 100.

Finance Director Ventura stated that he gave this company a total of 55 out of 100.

Director of Public Works Hallock stated that he gave this company a total of 65 out of 100.

**MAINGUY LANDSCAPE SERVICES**

Finance Director Ventura stated that he gave this company a total of 70 out of 100.

Director of Public Works Hallock stated that he gave this company a total of 82 out of 100.

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 75 out of 100.

**TERRACON SERVICES, INC.**

Director of Public Works Hallock stated that he gave this company a total of 85 out of 100.

Project Coordinator/Risk Manager Dobbins stated that she gave this company a total of 95 out of 100.

Finance Director Ventura stated that he gave this company a total of 76 out of 100.

*(See attached evaluation sheets.)*

**COMMITTEE DISCUSSION AND FINAL RANKING FOR RECOMMENDATION TO TOWN COUNCIL**

The Committee discussed and performed a final ranking on their evaluation sheets *(see attached)*.

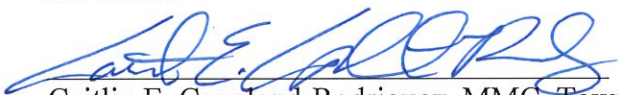
***MOTION: Hallock/Dobbins made a motion to recommend Terracon Services, Inc to the Town Council.***

***ACTION: The motion passed 2-1 with Committee Member Ventura opposed.***

**ADJOURNMENT**

The meeting was adjourned at 11:40 am.

ATTEST:



Caitlin E. Copeland-Rodriguez, MMC, Town Clerk

**Town of Juno Beach  
Landscape Maintenance RFP Evaluation Committee Meeting  
November 1, 2023 at 11AM**

**SIGN-IN SHEET**

NAME	REPRESENTING	PHONE # & EMAIL
Marianne Hosta	myself	mar.hosta@gmail.com
Diana Davis	self	DianaDavisJunoBeach@gmail.com
Ted Dunn	Self	reddunn818@outlook.com
Rick Dean	PW	rad325@bellsouth.net
FRANK DAVILA	P+Z	FDVILA@Sunco.
David Dyess	Town Manager	ddyess@juno-beach.fl.us
DD Halpern (zoom)	myself	dhalpern@juno-beach.fl.us
Mainguy Pep (zoom)	Mainguy	—





**Town of Juno Beach**  
**EVALUATION COMMITTEE TABULATION**  
**November 1, 2023**

**Request for Proposal: Landscape & Maintenance Services**

Firm <i>(in alphabetical order)</i>	Scoring Criteria Tabulation				Total
	#1	#2	#3	#4	
Arazoza Brothers Maintenance	0	0	25	40	65
BrightView	15	5	25	20	65
MainGuy Landscape Services	10	5 <sup>as 10</sup> 10	25	30	<del>70</del> 75
Terracon Services, Inc.	15	10	25	45	95

238  
 185  
 227  
 250

} #3  
 #2  
 #1

	Max. Points	Category
#1	15	<b>Vendor Profile-Qualifications, Background and Experience of Firm</b> <ul style="list-style-type: none"> <li>Qualifications and experience with similar projects; and</li> <li>Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.</li> </ul>
#2	10	<b>References</b> <ul style="list-style-type: none"> <li>Provide a minimum of three (3) customers with a brief description of similar work performed (Government Preferred); and</li> <li>Provide the designated contact person's name, phone number, email address, location and dates of service (at least 2 years).</li> </ul>
#3	25	<b>Personnel and Equipment</b> <ul style="list-style-type: none"> <li>Provide sample list of company equipment; and</li> <li>Availability of qualified personnel.</li> </ul>
#4	50	<b>Price</b> <ul style="list-style-type: none"> <li>Completed itemized proposal form to include all products and services.</li> </ul>

Completed By: Andrea Dobbins  
 Signature

Date: NOV 1, 2023

Andrea Dobbins  
 Print Name

①

## Arazoza

Bay Harbor - spoke to Jason + he said he did NOT have a \$1m project or contract w/ Arazoza. They have a maint. agreement w/ Brightview.

Avenue - New install \$14m but not maint. contract.

PBG Parks + Streets -

\$ 5,145.15 monthly  
4,374.00 Alternates monthly  
42,344 tree trimming annually

\* Lowest bid for monthly but highest for tree trimming



2

Brightview ~ 22,066.83 mthly  
\$6796.75 Alternate  
17,220 trees

Indian River City ~ 2017 contract started + have a  
\$ Amount \$600K 5 yr contract  
mowing/weeding/trimming; no irrigation; will quote  
additional plantings as needed

FAU -  
\$ Amount

PSL ~ 2<sup>nd</sup> yr contract; ok job a little above satisfactory  
\$ Amount \$690K; mow, edge, weeding, pruning  
trees up to 12'; no irrigation no  
trees bigger than 12'

1 yr w/ 2-2yr extensions  
New to PSL

most expensive for monthly svcs.; tree trimming  
price is ok

3

my 2 references not 3 as asked!

Main Guy

\$10,195 mn

3,365 Alt. mn

25,065 trees

Town of Highland Beach - 1 yr wkg; very Responsive

\$ Amount Contract - \$40,000/yr; tree work; irrigation

Pat is very happy w/ the level of svc.

Wellington - <sup>Responsive + Good svc.</sup> Just started this contract but had a 3 yr

\$ Amount Contract \$500k / 3 yr

Irrig / Pest / Fertilizer in-house by Town/Village

mowing/weeding is done by Main Guy

Need 3rd Ref.; 3rd lowest bid.



(4)

Terracon -

\$ 9800 mth  
4300 AIT mth  
24,470 trees

extending 5 yrs  
fixed pricing

Dequesta - 9+ yrs & have won both bids; phenomenal partner  
\$ Amount \$235K annual; fair pricing & competitive  
Very Responsive  
they do everything mow/edge / fertilizer / weeds / trees

Jupiter - ~~msg.~~ Row areas / irrigation crew is good  
\$ Amount \$1.2m now had to work w/ them on some problems.  
6 yrs doing Row & have entire town for 3 yrs.  
very satisfied w/ svc

PBC parts -

not the lowest bid but the 2nd lowest & tree trimming is competitive. Clean & complete package submitted - have employees + equip to perform.






**Town of Juno Beach**  
**EVALUATION COMMITTEE TABULATION**  
 November 1, 2023

**Request for Proposal: Landscape & Maintenance Services**

Firm <i>(in alphabetical order)</i>	Scoring Criteria Tabulation				Total
	#1	#2	#3	#4	
Arazoza Brothers Maintenance	10	10	23	50	93
BrightView	10	10	23	12	55
MainGuy Landscape Services	15	10	25	25	75
Terracon Services, Inc.	15	10	25	26	76

	Max. Points	Category
#1	15	<i>Vendor Profile-Qualifications, Background and Experience of Firm</i> <ul style="list-style-type: none"> <li>• Qualifications and experience with similar projects; and</li> <li>• Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.</li> </ul>
#2	10	<i>References</i> <ul style="list-style-type: none"> <li>• Provide a minimum of three (3) customers with a brief description of similar work performed (Government Preferred); and</li> <li>• Provide the designated contact person's name, phone number, email address, location and dates of service (at least 2 years).</li> </ul>
#3	25	<i>Personnel and Equipment</i> <ul style="list-style-type: none"> <li>• Provide sample list of company equipment; and</li> <li>• Availability of qualified personnel.</li> </ul>
#4	50	<i>Price</i> <ul style="list-style-type: none"> <li>• Completed itemized proposal form to include all products and services.</li> </ul>

Completed By:   
 Signature  
Michael Ventura  
 Print Name

Date: 11/1/23



**Town of Juno Beach  
EVALUATION COMMITTEE TABULATION  
November 1, 2023**

*Preliminary  
Rankings*

**Request for Proposal: Landscape & Maintenance Services**

Firm <i>(in alphabetical order)</i>	Scoring Criteria Tabulation				Total	
	#1	#2	#3	#4		
Arazoza Brothers Maintenance	15 <del>10</del>	10 <sup>2</sup>	23	50	98 <sup>2</sup>	238
BrightView	10 <sup>5</sup>	10	23	12	55	185
MainGuy Landscape Services	15	10	20	25	70	227
Terracon Services, Inc.	15	10	25	26	76	256 <sup>2</sup>

	Max. Points	Category
#1	15	<b><i>Vendor Profile-Qualifications, Background and Experience of Firm</i></b> <ul style="list-style-type: none"> <li>• Qualifications and experience with similar projects; and</li> <li>• Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.</li> </ul>
#2	10	<b><i>References</i></b> <ul style="list-style-type: none"> <li>• Provide a minimum of three (3) customers with a brief description of similar work performed (Government Preferred); and</li> <li>• Provide the designated contact person's name, phone number, email address, location and dates of service (at least 2 years).</li> </ul>
#3	25	<b><i>Personnel and Equipment</i></b> <ul style="list-style-type: none"> <li>• Provide sample list of company equipment; and</li> <li>• Availability of qualified personnel.</li> </ul>
#4	50	<b><i>Price</i></b> <ul style="list-style-type: none"> <li>• Completed itemized proposal form to include all products and services.</li> </ul>

Completed By: \_\_\_\_\_  
Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Print Name





BASE BIDS	Arazoza	Mainguy	Terracon	BrightView
Town Center	\$ 6,562.80	\$ 13,518.00	\$ 23,520.00	\$ 50,010.00
Town Hall Park	\$ 1,749.00	\$ 5,375.76	\$ 2,352.00	\$ 34,320.00
Mercury Way Circle	\$ 2,667.60	\$ 9,560.04	\$ 2,352.00	\$ 12,220.00
Donald Ross Road	\$ 14,293.20	\$ 27,168.00	\$ 23,520.00	\$ 60,359.00
US Highway 1 Medians	\$ 21,021.00	\$ 43,400.76	\$ 58,800.00	\$ 63,643.00
Universe Boulevard Medians	\$ 7,742.04	\$ 13,159.44	\$ 4,704.00	\$ 31,251.00
Southern Triangle	\$ 7,706.16	\$ 10,158.00	\$ 2,352.00	\$ 12,999.00
<b>TOTAL ANNUAL COST</b>	<b>\$ 61,741.80</b>	<b>\$ 122,340.00</b>	<b>\$ 117,600.00</b>	<b>\$ 264,802.00</b>

**ALTERNATES**

Pelican Lake	\$ 25,551.96	\$ 25,703.88	\$ 23,220.00	\$ 42,800.00
Kagan Park	\$ 2,956.44	\$ 6,480.84	\$ 12,900.00	\$ 16,987.00
Ocean Drive Sidewalk	\$ 16,758.00	\$ 4,706.04	\$ 7,740.00	\$ 5,015.00
US Highway 1 West Side	\$ 6,468.00	\$ 2,235.96	\$ 3,870.00	\$ 8,889.00
US Highway 1 East Side	\$ 756.00	\$ 1,253.28	\$ 3,870.00	\$ 7,870.00
<b>TOTAL ANNUAL COST</b>	<b>\$ 52,490.40</b>	<b>\$ 40,380.00</b>	<b>\$ 51,600.00</b>	<b>\$ 81,561.00</b>

**TREE/PALM TRIMMING**

<b>TOTAL</b>	\$ 42,344.00	\$ 25,065.00	\$ 24,470.00	\$ 17,220.00
<b>TOTAL WITHOUT TREES</b>	\$ 156,576.20	\$ 187,785.00	\$ 193,670.00	\$ 363,583.00

**ADDITIONAL LANDSCAPING TASKS**

Mowing and edging St. Augustine (sq ft)	\$ 0.13	\$ 0.05	\$ 0.06	\$ 0.0050
Mowing and edging Bahia grass (sq ft)	\$ 0.13	\$ 0.05	\$ 0.08	\$ 0.0030
Weed Control (grass) (sq ft)	\$ 0.03	\$ 0.06	\$ 0.04	\$ 0.0035
Mulching (sq ft)	\$ 0.38	\$ 0.40	\$ 5.00	\$ 0.4300
<b>Fertilization</b>				



St. Augustine/Bahia Grass (per 1000 sq ft)	\$	9.60	\$	0.05	\$	20.00	\$	10.00
Ground Cover, Shrubs, Ornaments (per 1000 sq ft)	\$	10.35	\$	0.35	\$	15.00	\$	12.00
Pesticide Turfgrass Areas (sq ft)	\$	0.03	\$	0.10	\$	0.04	\$	0.0035
Irrigation (per hour)	\$	65.00	\$	65.00	\$	50.00	\$	80.00
<b>Labor Costs</b>								
Supervisor (per hour)	\$	55.00	\$	50.00	\$	50.00	\$	60.00
Laborer (per hour)	\$	41.00	\$	35.00	\$	40.00	\$	40.00
Crew (Supervisor/3 Laborers) (per hour)	\$	165.00	\$	40.00	\$	170.00	\$	170.00

## REFERENCES

### Arazoza

- \* Avenir spoke very highly of them for landscape installation and may switch over to them for maintenance
- \* Palm Beach Garden selected them about a month ago and are satisfied with performance
- \* Bay Harbor Islands does not use them for landscape maintenance?

### Brightview

- \* Indian River County - \$580K per year/36 cuts per year/ \$32.03 per acre - satisfied
- \* FAU - Left message
- \* Port St. Lucie - Hired for 1 year, evaluated, entered 2 year extension - Satisfied - Very responsive

### Terracon

- \* Tequesta - Great partner, responsive, really good, been there 9 years, going to renew for another 5 years
- \* Jupiter - Left message/Called 2x
- \* PBC Parks - Left message/Called 2x

### Mainguy

- \* Highland - Left message/Out sick
- \* Wellington - Left message/Called 2x
- \* St. Lucie - Out of office until September 7?





**Town of Juno Beach**  
**EVALUATION COMMITTEE SUMMARY TABULATION**  
 November 1, 2023

**Request for Proposal: Landscape & Maintenance Services**

**Arazaa Brothers Maintenance**

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Steven J. Hallock <i>Director of Public Works</i>	10 /15	4 /10	20 /25	46 /50	80 /100
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	0 /15	0 /10	25 /25	40 /50	65 /100
Michael Ventura <i>Finance Director</i>	10 /15	10 /10	23 /25	50 /50	93 /100
<b>TOTAL</b>					<b>238 /300</b>

**BrightView**

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Steven J. Hallock <i>Director of Public Works</i>	14 /15	7 /10	24 /25	20 /50	65 /100
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	15 /15	5 /10	25 /25	20 /50	65 /100
Michael Ventura <i>Finance Director</i>	10 /15	10 /10	23 /25	12 /50	55 /100
<b>TOTAL</b>					<b>185 /300</b>

**MainGuy Landscape Services**

Evaluation Committee Member	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Steven J. Hallock <i>Director of Public Works</i>	14 /15	6 /10	22 /25	40 /50	82 /100
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	10 /15	10 /10	25 /25	30 /50	75 /100
Michael Ventura <i>Finance Director</i>	15 /15	10 /10	20 /25	25 /50	70 /100
<b>TOTAL</b>					<b>227 /300</b>

**Terracon Services, Inc.**

<b>Evaluation Committee Member</b>	Scoring Criteria Tabulation				
	#1	#2	#3	#4	Total
Steven J. Hallock <i>Director of Public Works</i>	15 /15	9 /10	21 /25	40 /50	85 /100
Andrea Dobbins <i>Project Coordinator/Risk Manager</i>	15 /15	10 /10	25 /25	45 /50	95 /100
Michael Ventura <i>Finance Director</i>	15 /15	10 /10	25 /25	26 /50	76 /100
<b>TOTAL</b>					256 /300

Completed By *Town Clerk Copeland-Rodriguez*:  Date: 11/1/23

	<b>Max. Points</b>	<b>Category</b>
#1	15	<p><b><i>Vendor Profile-Qualifications, Background and Experience of Firm</i></b></p> <ul style="list-style-type: none"> <li>• Qualifications and experience with similar projects; and</li> <li>• Evidence of valid state, county and local licenses and receipts proving authority to conduct business in the jurisdiction of the work.</li> </ul>
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