

**REPORT FROM EVALUATION COMMITTEE
REQUEST FOR PROPOSAL FOR REQUIREMENTS CONTRACT FOR LANDCAPE MAINTENANCE
AT VARIOUS WATER WELL SITES AND WATER DIVISION PEROPERTIES IN FRESNO
RFP NO. 9302**

COMMITTEE MEMBERS:

Scott Krauter – Assistant Director of Public Works, Public Works/Street Maintenance
Glenn Knapp – Professional Engineer
Martin Wendels- Project Manager
Mark Avila – Water System Supervisor
Glen Foth - Citizen
Laura Rapp, Buyer II- Finance/Purchasing Facilitator

BACKGROUND:

The goal of this Request for Proposal (RFP) was to solicit proposals to provide Landscape Maintenance at various water well sites and water division properties throughout Fresno. Twenty eight (28) proposals were distributed and four (4) were received and publicly opened on September 23, 2014. These services consist of providing landscape and irrigation maintenance at approximately two-hundred and ninety well sites (Pump Stations), the Northeast Surface Water Treatment Facility (NE SWTF), T3 Southeast Water Storage Facility (T3 SWSF), and the City of Fresno Water Division Yard. The Pump Station sites average 10,000 square feet and contain various equipment surrounded by existing landscape. The Surface Water Treatment Facility is a larger site with daily exposure to the public. The landscape maintenance consists of trees, bushes, shrubs, lawn, weed abatement, and gravel. Only a small portion of Pump Stations will require any mowing.

Evaluation of Landscape Maintenance Firms' proposals were based on; ability; conformance to requirements, terms and conditions of RFP; financial stability; past performance and experience; qualifications of key personnel; employee training and supervision; guard monitoring system; and type and quality of equipment proposed as well as cost.

EVALUATION BY COMMITTEE:

All Commercial Landscape:

The committee unanimously agreed that All Commercial Landscape will provide the best value to service the landscape maintenance at various well sites and water division properties. Their proposal met all of the RFP criteria and demonstrated their capability to handle route work as required in this RFP. Their proposal was the second lowest at \$221,520.

Mow N Edge:

The committee agreed that Mow N Edge had some route experience but not as much as desired for the size of the contract's needs. While they showed financial stability, obtaining this contract would double their current sales and potentially put a strain on personnel and equipment resources. Their proposal was \$320,904.

Elite Maintenance:

The committee agreed that Elite Maintenance had adequate personnel, equipment and route experience to handle the contract. They were not selected due to a high bid of \$342,396.

Enviroscape:

The committee agree that Enviroscape was the least optimal choice to receive the contract. It appeared that Enviroscape lacked sufficient personnel, equipment and experience to handle a contract of this size and sustain satisfactory service levels. Certain documents pertinent to the terms and conditions of the RFP were missing from their package. Their proposal was \$124,230.

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RECOMMENDATION

The Committee recommends an award of a one (1) year contract with provisions for two (2) one-year extensions to All Commercial Landscape at the proposed amount of \$221,500.00. Their proposal meets all the RFP requirements and offers the best value to the City.

See attached

Summary of Information Submitted by Proposers