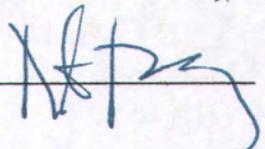


AGENDA ITEM NO.
<u>COUNCIL MEETING</u>
APPROVED BY
DEPARTMENT DIRECTOR 
CITY MANAGER

February 26, 2008

FROM: RENE A. RAMIREZ, Director 
Department of Public Utilities - Administration

BY: GARTH GADDY, Provisional Manager 
Department of Public Utilities - Water Division

SUBJECT: AWARD CONTRACT TO ALL COMMERCIAL LANDSCAPING IN THE AMOUNT OF \$65,833.44 FOR REQUIREMENTS CONTRACT FOR LANDSCAPE MAINTENANCE AT VARIOUS WATER WELLS AND WATER DIVISION PROPERTIES (BID FILE 8940)

KEY RESULT AREA

Resource Management

RECOMMENDATION

Staff recommends that the City Council award a one-year requirements contract with provisions for two one-year extensions to All Commercial Landscaping of Fresno, in the amount of \$65,833.44 for landscape maintenance at various water wells and Water Division properties.

EXECUTIVE SUMMARY

The Department of Public Utilities, Water Division, is seeking, through a Request for Proposal (RFP), to establish a requirements contract for landscaping services at various water wells and Water Division properties.

KEY OBJECTIVE BALANCE

This contract, which provides for landscape maintenance at various water wells and Water Division properties, supports the three focus areas of Customer Satisfaction, Employee Satisfaction and Financial Management. Proper landscape maintenance of water wells and Water Division properties enhances the aesthetic of the sites, complimenting the surrounding properties of customers. A requirements contract for landscape maintenance guarantees pricing for a calendar year.

REPORT TO THE CITY COUNCIL

Landscape Maintenance at Various Water Wells and Water Division Properties

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BACKGROUND

The Water Division has a need for landscape maintenance services at the Water Yard, Conservation Gardens, the Surface Water Treatment Facility and various water well locations.

The Request for Proposal (RFP) for landscape maintenance at various water wells and Water Division properties was published in the Business Journal on December 10, 2007, posted on the City's web site and distributed to 22 potential proposers. *Five sealed proposals were received and opened in a public bid opening on December 27, 2007.

COMMITTEE EVALUATION

All Commercial Landscape

All Commercial Landscaping is a local firm, having provided the Department of Public Utilities, Water Division with water well landscape and irrigation services in the past. As such, the Department was aware of the quality of work provided by All Commercial Landscaping, which was generally considered excellent. All Commercial Landscaping's projected overall pricing was approximately 12% lower than Briner & Son Landscape Management, and approximately 25% lower than Clean Cut Landscaping. The committee determined that All Commercial Landscaping provided the best value for the Department, particularly in terms of pricing. Supplied references were checked and of those who responded, all were satisfactory. The submitted financial information was reviewed by the Finance Department.

Briner & Son Landscape Management

Briner & Son Landscape Management, also a local firm, was found to be the equal of All Commercial Landscaping and Clean Cut Landscaping in every criterion, except Performance History and Pricing. One of the references supplied by Briner & Son Landscape Management was also supplied by All Commercial Landscaping. The reference gave the edge to All Commercial Landscaping, though still considered Briner & Son Landscape Management to do good work. The submitted financial information was reviewed by the Finance Department.

Clean Cut Landscaping

Clean Cut Landscaping is also a local company. Clean Cut Landscaping held the previous Landscaping & Maintenance requirements contract for the Water Division, which was not renewed by the Water Division. Supplied references were checked and those who responded were satisfactory. The submitted financial information was reviewed by the Finance Department.

*Two of the proposers, Elite Landscaping Inc. and Mow-N-Edge Corporation, submitted original bid proposal pages, which had been superseded by a revised bid proposal page issued via addendum #1, rendering their proposals non-responsive.

Conclusion

The committee found all three proposers capable of providing water well landscape and irrigation services to the Water Division. However, All Commercial Landscaping's pricing was lower than the other two proposers. The committee recommends award of a contract to All Commercial Landscaping of Fresno.

REPORT TO THE CITY COUNCIL

Landscape Maintenance at Various Water Wells and Water Division Properties

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Council may:

A. Adopt staff's recommendation which would

- 1) Award a one-year contract with two one-year optional extensions in the amount of \$65,833.44 to All Commercial Landscape.

B. The City Council may reject all proposals. If all proposals are rejected, the RFP will be reissued resulting in a delay of approximately 120 days.

Attachments:

- Evaluation of Proposals
- Report of Evaluation Committee
- Evaluation of Bid Proposals

**REPORT FROM EVALUATION COMMITTEE FOR LANDSCAPE
MAINTENANCE AT VARIOUS WATER WELLS AND WATER DIVISION
PROPERTIES – RFP 8940**

Introduction

This Request for Proposal on behalf of the Department of Public Utilities, Water Division seeks the services of a professional landscaping company to provide the Division with a landscape and irrigation program for the Water Yard, Conservation Gardens, Surface Water Treatment Facility and specified pump stations.

Committee Members

Mark Hughson, DPU/Water Division
Greg Eisner, FAX/ Administration
Perry Stofan/ Purchasing/ DPU Water Division

Evaluation by Committee

Committee notes

Committee members agreed unanimously, all three proposers were qualified to provide the Water Division with landscape and irrigation services. The difference in proposal costs proved to be the deciding factor.

All Commercial Landscape

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Conclusion

The committee found all three proposers capable of providing water well landscape and irrigation services to the Water Division. However, All Commercial Landscaping's pricing was lower than the other two proposers. **The committee recommends award of a contract to All Commercial Landscaping of Fresno.**

RFP FOR WATER WELL LANDSCAPE AND IRRIGATION SERVICES AT VARIOUS WATER WELL AND WATER DIVISION PROPERTIES RFP 8940 Summary of Information Submitted by Proposers-FINAL			
Criteria	All Commercial	Briner & Son	Clean Cut
Ability to meet the stated service requirements	YES	YES	YES
Performance history (references) and experience in providing service	EXCELLENT	GOOD	AVERAGE
Conformance to the terms and conditions of the RFP	YES	YES	YES
Financial stability & financial capability	TBD	TBD	TBD
Local preference	YES	YES	YES
Proposal as submitted	OK	OK	OK
Interview	N/A	N/A	N/A
Other			
Proposal Price	\$65,833.44	\$73,800.00	\$82,008.00

NOTE: Elite Landscaping and Mow-N-Edge did not submit Addendum #1 which included the revised cost proposal page, rendering their proposals non-responsive.

LISTING OF PROPOSERS

FOR: REQUEST FOR PROPOSALS FOR LANDSCAPE MAINTENANCE AT VARIOUS WATER WELLS AND WATER DIVISION PROPERTIES

RFP No. 8940
RFP Opening: December 27, 2008

PROPOSER'S (In alphabetical order)	TOTAL PROPOSAL AMOUNT
1. All Commercial Landscape Service 5213 E Pine Avenue Fresno CA 93727	\$65,833.44
2. Briner & Son Landscape Management 8287 E Olive Ave Fresno CA 93727	\$73,800.00
3. Clean Cut Landscape 8406 Armstrong Clovis CA 93619	\$82,008.00
4. Elite Landscaping Inc. 2972 Larkin Clovis CA 93612	\$43,800.00
5. Mow-N-Edge Corporation 358 W Santa Ana Clovis CA 93612	\$56,352.00

Each proposer has agreed to allow the City one hundred twenty (120) days from date proposals were opened to accept or reject their proposal.

DEPARTMENT CONCLUSIONS AND RECOMMENDATION:

Award a contract in the amount of \$ 65,833.44
to All Commercial Landscape Service
in accordance with the Selection Committee recommendation.

Reject all proposals. Reason:

Remarks:

LISTING OF PROPOSERS

FOR: REQUEST FOR PROPOSALS FOR LANDSCAPE MAINTENANCE AT VARIOUS WATER WELLS AND WATER DIVISION PROPERTIES

RFP No. 8940
RFP Opening: December 27, 2008

Department Head Approval

Len M. MTA

Title ASSISTANT DIRECTOR

Date 1/8/08

- Approve Dept. Recommendation Approve GSD/Purchasing Recommendation
 Disapprove Disapprove
 See Attachment

GENERAL SERVICES DEPARTMENT

CITY MANAGER

David Smith 1/14/08 [Signature] 1/14/08
Purchasing Manager Date City Manager or Designee Date

[Signature] 1/14/08
Director Date