

CITY OF CORAL GABLES

-MEMORANDUM-

TO: Honorable Mayor, Vice-Mayor,
and members of the City Commission

Date: June 23, 2023

FROM: Peter J. Iglesias, P.E.
City Manager



SUBJECT: Award Recommendation
IFB 2023-009 Maintenance Services
for Golf Course and Parks

At the next available City Commission Meeting, an award recommendation for IFB 2023-009 Maintenance Services for Golf Course and Parks will be included on the agenda. This memorandum serves to notify you that in accordance with Section 2-763 of the City Code entitled "Contract Award", my recommendation for award of the subject IFB is as follows:

- 1) Accept the Chief Procurement Officer's recommendation to award Greens Grade Services, Inc., the lowest responsive and responsible bidder, for Maintenance Services for Golf Course and Parks.
- 2) Execute a one (1) year term contract with Greens Grade Services, Inc., with option to renew for four (4) additional one (1) year periods, in the estimated annual amount of \$848,500.00.
- 3) Reaffirm the city's right to pursue alternative courses of action.

On May 12, 2023, the Procurement Division of Finance formally advertised, issued and distributed IFB 2023-009 Maintenance Services for Golf Course and Parks. Twenty-three (23) prospective bidders were notified through INFOR, the City's web-based e-Procurement system.

Five (5) bids were received on June 13, 2023, in response to the IFB: Brightview Landscape Services, Coco Tree Service Corp., Greens Grade Services, Inc., SFM Landscape Services, LLC., and Superior Landscaping & Lawn Services, Inc.

The responses were reviewed by the Procurement Division to determine responsiveness to the requirements of the IFB. The Procurement Division finalized its' due diligence process and confirmed that Greens Grade Services, Inc., is both responsive to the requirements of the IFB and a responsible firm. Once this step was completed, Community Recreation Department conducted an evaluation of the lowest response and concurs with the Procurement's finding. See attached Tabulation of Bids received.

A more detailed description of the IFB, response, and evaluation results will be provided to you as part of the Agenda package.

Please contact me should you have any questions.

Copy:
Cristina M. Suarez, City Attorney
Billy Y. Urquia, City Clerk

Alberto Parjus, Assistant City Manager
Fred Couceyro, Community Recreation Director
Troy Hall, Golf Course and Parks Superintendent, Community Recreation
Diana M. Gomez, Finance Director
Celeste S. Walker-Harmon, Assistant Finance Director for Procurement