



**City of Coral Gables
CITY COMMISSION MEETING
December 12 , 2023**

ITEM TITLE:

A Resolution accepting the recommendation of the Chief Procurement Officer to award the Tree Planting Citywide contract to Treasures, LLC, the most responsive and responsible bidder, pursuant to Section 2-763 of the Procurement Code entitled "Contract Award" and Invitation for Bids (IFB) 2023-028.

DEPARTMENT HEAD RECOMMENDATION:

Approval.

BRIEF HISTORY:

The purpose of this IFB is to contract with a qualified and experienced bidder to furnish all labor, materials, equipment, services, permits, and incidentals necessary to install plant materials at various public right of way sites throughout the City

On September 20, 2023, the Procurement Division of Finance formally advertised, issued, and distributed IFB 2023-028 for Tree Planting Citywide. Seventy-nine (79) prospective bidders were notified through INFOR, the City's web-based e-Procurement system.

Five (5) bids were received on October 16, 2023, in response to the IFB: DisTREEbutors, Inc., Plant Professionals, SFM Landscape Services, LLC, Superior Landscaping & Lawn Service, Inc., and Treasures, LLC.

The responses were reviewed by the Procurement Division to determine responsiveness to the requirements of the IFB and to identify the lowest priced bidder. During the responsiveness review, the lowest priced bidder, SFM Landscape Services, LLC. requested a withdrawal of their bid due to an evidenced pricing mistake on their part. Their withdrawal request was accepted, as allowed under Section R2-685.10.4 of the Procurement Regulations. Additionally, it was determined by Procurement, after consulting with the City Attorney's Office, that DisTREEbutors, Inc. would be deemed non-responsive based on their failure to provide all of the required documents, as indicated throughout the IFB.

The Procurement Division finalized its' due diligence process and confirmed that Treasures, LLC, is both responsive to the requirements of the IFB and a responsible bidder.

The Public Works Department concurs with the Chief Procurement Officer's recommendation to award Tree Planting Citywide contract to Treasures, LLC, in the total amount of \$177,578.15.

Section 2-585 of the Procurement Code, entitled "Authority" authorizes the City Manager to delegate authority to the Chief Procurement Officer to administer and make recommendations on contract awards.

FINANCIAL INFORMATION:

No.	Amount	Account No.	Source of Funds
1.	\$177,578.15	310-1606-572-6350	General Capital Fund
Total:	\$177,578.15		

Fiscal Impact:

This project will be maintained as part of the contract for tree maintenance which is ongoing, and no additional staff or unexpected resources will be required.

ATTACHMENT(S):

1. Resolution