

CITY OF CORAL GABLES

-MEMORANDUM-

TO: Honorable Mayor and
Members of the City Commission

Date: December 26, 2024

FROM: Amos Rojas, Jr.
City Manager

SUBJECT: Award Recommendation
RFP 2024-033 Citywide Landscaping
Services

Alberto N. Parjus

Digitally signed by Alberto N.
Parjus
Date: 2024.12.26 15:25:55
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At the next available City Commission Meeting an award recommendation for Request of Proposal (RFP) 2024-033 Citywide Landscaping Services 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 to the City Commission for award of the subject RFP is as follows:

- 1) Accept the recommendation of the Chief Procurement Officer to award the RFP and authorize negotiations with SFM Landscaping Services, LLC, the highest ranked responsive and responsible proposer. The proposal from SFM Landscaping Services, LLC was determined to be the most advantageous to the city, taking into consideration the price and other criteria set forth in the Request for Proposal - RFP 2024-033 for Citywide Landscaping Services.
- 2) Should negotiations fail with the top-ranked proposer, negotiations may commence with the next highest ranked responsive-responsible proposer Superior Landscaping & Lawn Services, Inc., if determined to be in the best interest of the city, until a satisfactory agreement and contract amount that is fair, competitive, and reasonable is reached.
- 3) Reaffirm the City's right to pursue alternative courses of action.

On September 25, 2024, the Procurement Division of Finance formally advertised, issued, and distributed Citywide Landscaping Services, Request for Proposals (RFP) 2024-033. One hundred and two (102) prospective proposers were notified of the RFP package from INFOR, the City's web-based e-Procurement service.

On November 22, 2024, three (3) firms submitted proposals in response to the RFP: Bear Atlantic Group, SFM Landscaping Services, LLC, and Superior Landscaping & Lawn Service, Inc.

The responses were reviewed by the Procurement Division in order to determine responsiveness to the requirements of the RFP. During the review, it was determined by Procurement, after consulting with the City Attorney's Office, that Bear Atlantic Group would be deemed non-responsive and would receive no further consideration for award based on the failure to submit the required bid bond as per Section 1.13 Bid Bond/Bid Security/Bid Deposit of the RFP.

On December 19, 2024, the Evaluation Committee convened to evaluate the two (2) responsive and responsible proposals and ranked the firms in the following order of preference: SFM Landscaping Services, LLC, (top-ranked) and Superior Landscaping & Lawn Service, Inc. (second ranked). The Evaluation Committee determined that SFM Landscaping Services, LLC, was the highest ranked responsive-responsible proposer.

The Evaluation Committee further recommended that should negotiations fail with SFM Landscaping Services, LLC negotiations could be conducted with the next ranked firm, Superior Landscaping & Lawn Service, Inc.

After successful negotiations, a Professional Services Agreement will be executed. A more detailed description of the RFP, proposal 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. Suárez, City Attorney

Billy Y. Urquia, City Clerk

Alberto N. Parjus, Deputy City Manager

Jose Gómez, Assistant City Manager

Hermes Diaz, Director, Public Works

Diana M. Gomez, Finance Director

Celeste S. Walker-Harmon, Chief Procurement Officer