

**CITY OF CORAL GABLES
-MEMORANDUM-**

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

Date: December 16, 2019

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



SUBJECT: Award Recommendation
IFB 2019-042 Citywide Tree
Trimming Services

At the January 14, 2020 City Commission meeting, an award recommendation for IFB 2019-042 for Citywide Tree Trimming 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 for award of the subject IFB is as follows:

- 1) Accept the Procurement Officer's recommendation to award, Superior Landscaping & Lawn Service, Inc., the lowest most responsive and responsible bidder, for Citywide Tree Trimming Services, per IFB 2019-042.
- 2) Execute an agreement with Superior Landscaping & Lawn Service, Inc., in the estimated amount of \$1,169,294.00 annually, not to exceed available budget, for an initial period of three (3) years with options to renew for two (2) additional one (1) year periods.
- 3) Reaffirm the City's right to pursue alternative courses of action.

On September 25, 2019, the Procurement Division formally advertised, issued, and distributed IFB 2019-042 for Citywide Tree Trimming Services. Thereafter, on October 2, 2019, a non-mandatory pre-bid meeting was held with seven (7) prospective firms in attendance, of the forty-three (43) prospective bidders who downloaded the IFB package from Public Purchase, the City's web based e-Procurement service.

October 23, 2019, four (4) firms submitted bids in response to the IFB: SFM Services, Inc., Sherlock Tree Company, Inc., Superior Landscaping & Lawn Service, Inc., and Trees, LLC. The responses were reviewed by the Procurement Division to determine responsiveness to the requirements of the IFB and to identify the lowest responsive and responsible bidder. Once this step was completed, the Landscape Services Division of the Public Works Department reviewed the specifications of the equipment listed in the bidder's response and found the equipment to be in conformance with the requirements listed in the IFB.

The Procurement Division finalized its' due diligence process and confirmed that Superior Landscaping & Lawn Service, Inc., is both responsive to the requirements of the IFB and a responsible bidder.

A copy of the IFB, the bid responses and bid tabulation will be provided to you as part of the agenda package.

Please contact me should you have any questions.

Copy:

Miriam Soler Ramos, Esq., City Attorney
Billy Y. Urquia, City Clerk
Eduardo Santamaria, Assistant City Manager
Hermes Diaz, Public Works Director
Brook Dannemiller, Assistant Public Works Director – Landscape Services Division
Diana M. Gomez, Finance Director
Celeste S. Walker, Finance Assistant Director for Procurement

**BID TABULATION
IFB 2019-042 CITYWIDE TREE TRIMMING SERVICES**

					LOWEST RESPONSIVE AND RESPONSIBLE BIDDER							
					Superior Landscaping & Lawn Service, Inc.		SFM Services, Inc.		Sherlock Tree Company		Trees, LLC	
ITEM NO.	DESCRIPTION	Unit of Measure	Estimated Annual Hours per Crew	Number of Crews	Unit Price (per Hour, per Crew)	Extended Amount (Estimated Annual Hours per Crew x Number of Crews x Unit Price per Hour per Crew)	Unit Price (per Hour, per Crew)	Extended Amount (Estimated Annual Hours per Crew x Number of Crews x Unit Price per Hour per Crew)	Unit Price (per Hour, per Crew)	Extended Amount (Estimated Annual Hours per Crew x Number of Crews x Unit Price per Hour per Crew)	Unit Price (per Hour, per Crew)	Extended Amount (Estimated Annual Hours per Crew x Number of Crews x Unit Price per Hour per Crew)
1	Crew Type A	Hour	1,960	4	\$79.00	\$619,360.00	\$88.26	\$691,958.40	\$94.29	\$739,233.60	\$91.85	\$720,104.00
2	Crew Type B	Hour	1,960	2	\$76.00	\$297,920.00	\$80.01	\$313,639.20	\$92.19	\$361,384.80	\$87.29	\$342,176.80
3	Crew Type C-1	Hour	1,568	1	\$69.00	\$108,192.00	\$72.29	\$113,350.72	\$83.48	\$130,896.64	\$81.29	\$127,462.72
4	Crew Type C-2	Hour	392	1	\$66.00	\$25,872.00	\$79.91	\$31,324.72	\$75.08	\$29,431.36	\$88.21	\$34,578.32
5	Crew Type D	Hour	1,960	1	\$47.00	\$92,120.00	\$58.18	\$114,032.80	\$38.06	\$74,597.60	\$59.30	\$116,228.00

HOURLY LABOR RATES

Item No.	DESCRIPTION	Unit of Measure	Estimated Annual Hours	Unit Price per Hour	Extended Amount (Estimated Hours x Unit Price per Hour)	Unit Price per Hour	Extended Amount (Estimated Hours x Unit Price per Hour)	Unit Price per Hour	Extended Amount (Estimated Hours x Unit Price per Hour)	Unit Price per Hour	Extended Amount (Estimated Hours x Unit Price per Hour)
6	General Foreperson	Hour	35	\$144.00	\$5,040.00	\$64.00	\$2,240.00	\$50.00	\$1,750.00	\$65.52	\$2,293.20
7	Foreperson	Hour	165	\$74.00	\$12,210.00	\$42.00	\$6,930.00	\$45.00	\$7,425.00	\$50.40	\$8,316.00
8	Groundsperson	Hour	165	\$52.00	\$8,580.00	\$30.00	\$4,950.00	\$40.00	\$6,600.00	\$35.30	\$5,824.50
TOTAL "EXTENDED AMOUNT" (ITEMS 1 TO 8)					\$1,169,294.00		\$1,278,425.84		\$1,351,319.00		\$1,356,983.54

ADDITIONAL / OPTIONAL EQUIPMENT

Item No.	DESCRIPTION	Unit of Measure	Estimated Annual Hours	Unit Price per Hour	Extended Amount	Unit Price per Hour	Extended Amount	Unit Price per Hour	Extended Amount	Unit Price per Hour	Extended Amount
1	Spider lift with 60' minimum work height, side reach at 175 lbs. 30' minimum, side reach at 250 lbs., 27' minimum. Turret rotation of 360°. Gasoline or diesel engine.	Hourly	40	\$90.00	\$3,600.00	\$21.00	\$840.00	NO BID		\$31.56	\$1,262.40
2	Self-loading grapple truck with a 25 cubic yards box (minimum)	Hourly	8	\$220.00	\$1,760.00	\$175.00	\$1,400.00	NO BID		\$39.72	\$317.76
TOTAL "ADDITIONAL / OPTIONAL" (ITEMS 1 TO 2)					\$5,360.00		\$2,240.00	NO BID			\$1,580.16

Prepared By :


Yusbel Gonzalez, Procurement Specialist

Verified By :


Vanessa Flores, Procurement Specialist

