



Item #5

DATE November 6, 2019
TO GCTD Board of Directors
FROM Tanya Hawk, Buyer *JH*
SUBJECT Consider Authorizing Award of Contract to Natural Green Landscape, Inc. for Landscaping/Maintenance Services

SUMMARY

An Invitation for Bid was issued on August 23, 2019 through the use of the Public Purchase Website to provide Gold Coast Transit District (GCTD) with Landscaping/Maintenance Services for a three-year (3) base period and two (2) one-year option periods. Pricing for the duration of the contract is firm fixed.

GCTD received four (4) bids in response to our IFB. Bids were submitted by: Mariposa Landscapes Inc, Trade United Construction, Inc., Wildscapes Restoration Inc. and Natural Green Landscape, Inc. All four (4) were determined to be responsive bids.

A price analysis, which included the option years, was then conducted on all four (4) bids received. Natural Green Landscape, Inc, was the lowest bidder overall. Based on adequate competition, Natural Green Landscape's bid is considered fair and reasonable.

IT IS RECOMMENDED the Board of Directors authorize award of a contract for Landscaping/Maintenance Services to Natural Green Landscape, Inc. in the amount of \$154,026.00 for the initial three-year period and \$110,620.00 for two (2) option periods for a total contract amount of up to \$264,646.00 (if option years exercised) and approval for an additional 10% (\$26,464.00) for any supplies or materials that may be needed during term of contract.

BACKGROUND

Gold Coast Transit District recently moved from a 3-acre property to a 15-acre property. Landscaping/Maintenance Service is required in order to maintain our newly installed landscaping which was installed as part of the new facility project.

GOLD COAST TRANSIT DISTRICT

At this time, the current contractor that installed all the landscaping and GCTD's building maintenance staff have been maintaining the landscaping at 1901 Auto Center Drive until such time, a scope of work could be developed and a Request for Proposal (RFP) issued in order to locate a responsive, responsible contractor that will meet GCTD's requirements at our new facility.

An Invitation for Bid was issued on August 2019. The resulting contract is for an initial three-year (3) period with options for two (2) additional one-year periods. Pricing is firm fixed for the entire term of the contract.

The IFB was publicized on our website, on the Public Purchase website and those on the previous IFB's Bidder's List were also notified. Over thirty-five (35) vendors accessed our IFB.

Four (4) proposals were received and all were determined to be responsive bids.

A price analysis was conducted using all four (4) submitted bidders. The pricing is summarized as follows.

Description	Mariposa Landscape	Wildscape Restoration	Trade United Construction Inc.	Natural Green Landscape Inc.
1.Base Period 3 Years Base Quantity	\$178,236	\$202,310.28	\$166,920.00	\$153,576.00
1a. Base Year Annual Backflow (once per year) x 3 Years	\$195.00	\$915.00	\$600.00	\$450.00
2.Option Year 1	\$63,912.00	\$72,410.04	\$183,612.00	\$53,760.00
2a. Option Year 1 Annual Backflow	\$65.00	\$305.00	\$225.00	\$200.00
3.Option Year 2	\$65,556.00	\$86,450.04	\$183,612.00	\$56,460.00
3a. Option Year 2 Annual Backflow	\$65.00	\$305.00	\$225.00	\$200.00
TOTAL	\$308,029.00	\$362,695.36	\$869,059.00	\$264,646.00

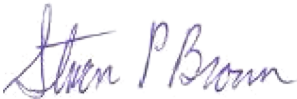
Based on the above information, it was determined that the pricing for the three-year base period and two (2) one-year option periods from Natural Green Landscape Inc., is the lowest and therefore, most advantages to GCTD. As a result of the above analysis, Natural Green Landscape Inc. proposed pricing is considered fair and reasonable based on adequate price competition.

A price escalation provision was included in the terms and conditions of the contract and will be tied to Consumer Price Index (CPI). Staff will ensure the proposed pricing for any option year exercised will be fair and reasonable by conducting a price analysis prior to exercising the option.

A responsibility determination was conducted on Natural Green. Staff confirmed that Natural Green was not listed in the System for Award Management (SAM) nor were there any complaints filed with the Better Business Bureau (BBB). Client references provided by Natural Green were contacted and no negative responses were provided. As a result, Natural Green Landscape Inc. was determined to be a responsive, responsible contractor capable of meeting GCTD's requirements.

IT IS RECOMMENDED the Board of Directors authorize award of a contract for Landscaping/Maintenance Services to Natural Green Landscape, Inc. in the amount of \$154,026.00 for the initial three-year period and \$110,620.00 for two (2) option periods for a total contract amount of up to \$264,646.00 (if option years exercised) and approval for an additional 10% (\$26,464.00) for any supplies or materials that may be needed during term of contract.

GENERAL MANAGER'S CONCURRENCE



Steven P. Brown
General Manager