SUBJECT: LANDSCAPE MAINTENANCE SERVICES FOR CITY PARKS, PRESERVATION PARKS AND CEMETERIES - REBID

BID #: ESC-0019-22 **OPEN DATE:** 2021-12-01

COMPETITIVE SEALED PROPOSAL EVALUATION COMMITTEE

KIND AND BASIS OF CONTRACT: EVALUATED BID – TWO (2) YEARS FROM DATE OF CONTRACT EXECUTION WITH TWO (2) TWO (2) YEAR RENEWAL OPTIONS

AGENCY: DEPARTMENT OF PUBLIC WORKS – MOWING AND LANDSCAPE MAINTENANCE DIVISION

BASIS OF AWARD: HIGHEST SCORE BASED ON EVALUATION CRITERIA

NUMBER OF BIDS INVITED: 15 **NUMBER RECEIVED:** 4 **OTHER:** 0

SUMMARY OF BIDS AND RECOMMENDED ACTIONS:
On December 1, 2021, Purchasing received a total of four (4) proposals for Landscape Maintenance Services for City Parks, Preservation Parks, and Cemeteries. During the preliminary review, Aero Groundtek, LLC proposal did not include the required bid bond and was therefore considered unresponsive. The remaining proposals were evaluated according to the evaluation criteria included in the solicitation.

Recommend rejecting Aero Groundtek, LLC for failing to provide a bid bond as part of their submittal.

Recommend approval to award the top two (2) ranked firms J & D Maintenance and Services of North Florida, LLC and Greenway Lawn and Landscape LLC. The South Service Area will be awarded to J&D Maintenance and Services of North Florida, LLC in the amount of $1,841,948.48 and the North Service Area will be awarded to Greenway Lawn and Landscape LLC in the amount of $2,904,271.00. The maximum indebtedness for this award will be $4,746,219.48. Period of service shall be for an initial period of two (2) years beginning on the date of the Blanket Order issued by the City with two (2), two (2) year renewal options.

Funding will be encumbered by individual releases against a Purchase Order Agreement, dependent on funding, the appropriate account, and fiscal year with a formal contract executed through the Office of General Counsel.

ATTACHMENTS: Recommendation Memo, Evaluations, Bid Tabulation, Evaluation Criteria, Basis of Award, JSEB Memo, and Bid Rejection Notification

ANALYST: _____
BRYAN MATUS

RESPECTFULLY SUBMITTED: _____
GREGORY PEASE, CHIEF
PROCUREMENT DIVISION

CONCURRENCE BY: DAVE MCDANIEL, CHIEF, MOWING & LANDSCAPE MAINTENANCE DIVISION

(ALL AWARD ACTIONS SUBJECT TO LAWFULLY APPROPRIATED FUNDS)
ACTION OF GGAC COMMITTEE ON RECOMMENDATIONS ABOVE

MEMBERS APPROVING _____ MEMBERS DISAPPROVING _____ DATE: _____

_____ _____ OTHER: _____

_____ _____

_____ _____

_____ _____

_____ _____

ACTION OF AWARDING AUTHORITY DATE _____

APPROVED _____ DISAPPROVED _____

OTHER _____

SIGNATURE OF AUTHENTICATION _____

City of Jacksonville, Florida

Lenny Curry, Mayor

Department of Public Works
Mowing & Landscape Maintenance Division
609 St. Johns Bluff Road North
Jacksonville, FL 32225
(904) 255-4299
www.coj.net

ONE CITY ONE JACKSONVILLE

January 20, 2022

MEMORANDUM

TO: Competitive Sealed Proposals Evaluation Committee (CSPEC)

ATTN: Greg Pease, Division Chief
Procurement Division

THRU: John Pappas, Director
Public Works Department

FROM: Dave McDaniel, Chief
Mowing and Landscape Maintenance Division

SUBJECT: ESC-0019-22 Recommendation to Award
Landscape Maintenance Services For City Parks, Preservation Parks and Cemeteries - Rebid

---

In response to the solicitation for bids for Landscape Maintenance Services For City Parks, Preservation Parks and Cemeteries–Rebid dated December 1, 2021, the Procurement Division received four (4) responses. The bid response by Aero Groundtek, LLC did not include the required bid bond and was therefore considered non-responsive pursuant to Section 1, Item 1.15 Special Contract Terms of the RFP. The remaining three (3) bid responses were determined to have met the RFP requirements and were evaluated based on the criteria contained in the Evaluation Matrix (Attachment B) with the results attached

The three (3) bid responses evaluated met the minimum requirement of having successfully completed an annual (per year) aggregate billing value of $750,000.00 for at least three (3) out of the past five (5) years prior to the response date of this RFP.

Based on the evaluation criteria, J&D Maintenance and Services of North Florida, LLC was determined to be the highest ranked bidder and Greenway Lawn and Landscape was determined to be the second highest ranked bidder.

Accordingly, it is recommended that:

- **The South Service Area be awarded to J&D Maintenance and Services of North Florida, LLC**, P.O. Box 37389, Jacksonville, Florida 32236 in the amount $1,841,948.48.
- **The North Service Area be awarded to GreenWay Lawn and Landscape**, 4930 Spring Park Road, Jacksonville, Florida 32207 in the amount of $2,904,271.00.

All bid responses contained some mathematical errors which after being corrected did not change the outcome.

The maximum indebtedness for this award will be $4,746,219.48 and results in the lowest cost to the City for the required services.

Funding will be encumbered by individual releases against a Purchase Order Agreement, dependent on funding, the appropriate account and fiscal year with a formal contract executed through the Office of General Counsel.

The contract term shall be for an initial period of two (2) years beginning on the date of the Blanket Order issued by the City with two 2-Year renewal options.

Your assistance in concurring with this recommendation would be appreciated. If you have any questions or concerns regarding this matter, please contact Russell Perry at 904-255-4306.

Attachments:

- Evaluation Matrix Results
- Bid Tabulation Results
- Detailed Bid Sheet

cc: Steve Schlessinger, Public Works Contract and Finance Manager
Bryan Matus, Purchasing Analyst, Procurement Division
Russell Perry, Contract Manager
Jim Lange, Contract Administration Coordinator

Bid: ESC-0019-22 LANDSCAPE MAINTENANCE SERVICES FOR CITY PARKS, PRESERVATION PARKS AND CEMETERIES -REBID

Contractor Names		PROJECT MANAGEMENT TEAM/PLAN	EQUIPMENT LIST	PROXIMITY TO THE CITY OF JACKSONVILLE	PAST AND PRESENT DEMOSTRATED COMMITMENT TO SMALL AND EMERGING BUSINESS	SAFETY	UNIT PRICES FOR LANDSCAPE MAINTENANCE SERVICES	TOTAL POINTS	Average
Freedom Landscape & Lawn Maintenace, Inc.	Keith Meyerl	14	13	10	25	20	28	110	**117.00**
	Richard Leon	18	20	10	30	18	28	124	
J&D Maintenace and Services of North Florida, LLC.	Keith Meyerl	20	20	10	25	18	31	124	**127.50**
	Richard Leon	20	20	10	30	20	31	131	
Greenway Lawn and Landscape	Keith Meyerl	12	16	10	28	16	40	122	**126.00**
	Richard Leon	16	16	10	30	18	40	130	

EVALUATION CRITERIA

TITLE: LANDSCAPE MAINTENANCE SRVS FOR CITY PARKS, PRESERVATION PARKS AND CEMETERIES- REBID

BID NO. ESC-0019-22 (MOWING & LANDSCAPE)

OPEN DATE: December 1, 2021 @ 2:00PM

ANALYST: BRYAN MAIUS, PURCHASING ANALYST

EVALUATOR: Keith Meyer

ITEM	DESCRIPTION	POINTS	Freedom Landscape & Lawn Maintenace, Inc.	NOTES	J&D Maintenace and Services of North Florida, LLC.	NOTES	Greenway Lawn and Landscape	NOTES
1	PROJECT MANAGEMENT TEAM/PLAN	20	14	project plan lacked detail small team	20	very detailed and thorough strong team	12	Plan lacked detail and depth
2	EQUIPMENT LIST	20	13	List not complete for equip needed to perform	20	extensive	16	list lacked detail of make and size of mowers and other equipment.
3	PROXIMITY TO THE CITY OF JACKSONVILLE	10	10		10		10	
4	PAST AND PRESENT DEMOSTRATED COMMITMENT TO SMALL AND EMERGING BUSINESS	30	25		25		29	
5	SAFETY	20	20	Detailed SOP's	18	generic	16	lacked depth generic
6	UNIT PRICES FOR LANDSCAPE MAINTENANCE SERVICES	40	28		31		40	
	TOTAL POINTS	140	110		124		122	

EVALUATION CRITERIA

TITLE: LANDSCAPE MAINTENANCE SRVS FOR CITY PARKS, PRESERVATION PARKS AND CEMETERIES- REBID

BID NO. ESC-0019-22 (MOWING & LANDSCAPE)

OPEN DATE: December 1, 2021 @ 2:00PM

ANALYST: BRYAN MATUS, PURCHASING ANALYST

EVALUATOR: Richard Leon

ITEM	DESCRIPTION	POINTS	Freedom Landscape & Lawn Maintenace, Inc.	NOTES	J&D Maintenace and Services of North Florida, LLC	NOTES	Greenway Lawn and Landscape	NOTES
1	PROJECT MANAGEMENT TEAM/PLAN	20	18	Pages not numbered, unable to reference specific pages	20	Pages 36-64	16	Management plan exists but not clearly defined.
2	EQUIPMENT LIST	20	20	Available	20	Details pages 65-78	16	Equipment list exist, not itemized in detail
3	PROXIMITY TO THE CITY OF JACKSONVILLE	10	10	Located in Jax	10	Located in Jax	10	Located in Jax
4	PAST AND PRESENT DEMOSTRATED COMMITMENT TO SMALL AND EMERGING BUSINESS	30	30	FLLM inc is a JSEB	30	Page 80	30	JSEB letters exist
5	SAFETY	20	18	SOP's clearly outlined. Nothing specific to safety	20	Clear safety protocol page 84	18	Safety program exist but not detailed
6	UNIT PRICES FOR LANDSCAPE MAINTENANCE SERVICES	40	28		31		40	
	TOTAL POINTS	140	124		131		130	

MANDATORY PRE-BID CONFERENCE, NOVEMBER 16, 2021

TITLE: LANDSCAPE MAINTENANCE SRVS FOR CITY PARKS, PRESERVATION PARKS AND CEMETERIES- REBID
BID NO. ESC-0019-22 (MOWING & LANDSCAPE)
OPEN DATE December 1, 2021 @ 2:00PM
ANALYST: BRYAN MATUS, PURCHASING ANALYST
No. Invited: (15) No. Received (4) No Bids: (0)

					Freedom Landscape & Lawn Maintenance, Inc.			J&D Maintenace and Services of North Florida, LLC.			Aero Groundtek LLC			Greenway Lawn and Landscape		
ITEM	DESCRIPTION	QUANTITY	UNIT	FREQ.	Unit Price	Price Per Visit	Total Price	Unit Price	Price Per Visit	Total Price	Unit Price	Price Per Visit	Total Price	Unit Price	Price Per Visit	Total Price
	PART 1. NORTH SERVICE AREA ((North & West of St. Johns River)															
1.1	CITY PARKS - NORTH SERVICE AREA															
1	Turfgrass Maintenance	971.12	Acre	48	$ 67.50	$ 65,550.60	$ 3,146,428.80	$ 55.00	$ 53,411.60	$ 2,563,756.80	$ 100.00	$ 97,112.00	$ 4,661,376.00	$ 45.00	$ 43,700.40	$ 2,097,619.20
2	Bed Maintenance	537.66	1000 SF	48	$ 14.50	$ 7,796.07	$ 374,211.36	$ 26.00	$ 13,979.16	$ 670,999.68	$ 30.00	$ 16,129.80	$ 774,230.40	$ 15.00	$ 8,064.90	$ 387,115.20
3	Disposal Fees (Trail Ridge Landfill)	3	Ton	8	$ 45.00	$ 135.00	$ 1,080.00	$ 45.00	$ 135.00	$ 1,080.00	$ 45.00	$ 135.00	$ 1,080.00	$ 45.00	$ 135.00	$ 1,080.00
4	Disposal Fees (Old Kings Rd. Landfill)	3	Ton	8	$ 35.00	$ 105.00	$ 840.00	$ 35.00	$ 105.00	$ 840.00	$ 35.00	$ 105.00	$ 840.00	$ 35.00	$ 105.00	$ 840.00
5	Disposal Fee (White Goods)	2	EA	8	$ 20.00	$ 40.00	$ 320.00	$ 20.00	$ 40.00	$ 320.00	$ 20.00	$ 40.00	$ 320.00	$ 20.00	$ 40.00	$ 320.00
6	Disposal Fees (Tires)	1	Ton	2	$ 168.00	$ 168.00	$ 336.00	$ 168.00	$ 168.00	$ 336.00	$ 168.00	$ 168.00	$ 336.00	$ 168.00	$ 168.00	$ 336.00
	PART 1.1 CITY PARKS- NORTH SERVICE AREA BID SUBTOTAL				$		3,523,216.16	$		3,237,332.48	$		5,438,182.40	$		2,487,310.40
1.2	PRESERVATION PARKS - NORTH SERVICE AREA															
1	Turfgrass Maintenance	67.76	Acre	42	$ 67.50	$ 4,573.80	$ 192,099.60	$ 55.00	$ 3,726.80	$ 156,525.60	$ 125.00	$ 8,470.00	$ 355,740.00	$ 45.00	$ 3,049.20	$ 128,066.40
2	Bed maintenance	8.91	1000 SF	42	$ 14.50	$ 129.20	$ 5,426.19	$ 26.00	$ 231.66	$ 9,729.72	$ 35.00	$ 311.85	$ 13,097.70	$ 15.00	$ 133.65	$ 5,613.30
3	Tree Removal from Roads & Trails	1	E	20	$ 600.00	$ 600.00	$ 12,000.00	$ 250.00	$ 250.00	$ 5,000.00	$ 2,500.00	$ 2,500.00	$ 50,000.00	$ 200.00	$ 200.00	$ 4,000.00
4	Trail Cleaning	10	Mile	2	$ 1,500.00	$ 15,000.00	$ 30,000.00	$ 1,000.00	$ 10,000.00	$ 20,000.00	$ 4,000.00	$ 40,000.00	$ 80,000.00	$ 200.00	$ 2,000.00	$ 4,000.00
5	Underbrushing	5	Acre	1	$ 1,000.00	$ 5,000.00	$ 5,000.00	$ 5,000.00	$ 25,000.00	$ 25,000.00	$ 1,500.00	$ 7,500.00	$ 7,500.00	$ 200.00	$ 1,000.00	$ 1,000.00
6	Disposal Fees (Trail Ridge Landfill)	3	Ton	8	$45.00	$ 135.00	$ 1,080.00	$45.00	$ 135.00	$ 1,080.00	$45.00	$ 135.00	$ 1,080.00	$45.00	$ 135.00	$ 1,080.00
7	Disposal Fees (Old Kings Rd. Landfill)	3	Ton	8	$35.00	$ 105.00	$ 840.00	$35.00	$ 105.00	$ 840.00	$35.00	$ 105.00	$ 840.00	$35.00	$ 105.00	$ 840.00
8	Disposal Fee (White Goods)	2	EA	8	$20.00	$ 40.00	$ 320.00	$20.00	$ 40.00	$ 320.00	$20.00	$ 40.00	$ 320.00	$20.00	$ 40.00	$ 320.00
9	Disposal Fees (Tires)	2	Ton	2	$168.00	$ 336.00	$ 672.00	$168.00	$ 336.00	$ 672.00	$168.00	$ 336.00	$ 672.00	$168.00	$ 336.00	$ 672.00
	PART 1.2 PRESERVATION PARKS-NORTH SERVICE AREA BID SUBTOTAL				$		247,437.79	$		219,167.32	$		509,249.70	$		145,591.70
1.3	Downtown Parks - Bermuda Turfgrass Maintenance - North Service Area (See Appendix C of Special Conditions for Park List)															
	Rotary Mower															
1	Turfgrass Maintenance	20.7	Acre	86	$ 67.75	$ 1,402.33	$ 120,608.55	$ 60.00	$ 1,242.00	$ 106,812.00	$ 125.00	$ 2,587.50	$ 222,525.00	$ 45.00	$ 931.50	$ 80,109.00
2	Bed Maintenance	72.81	1000 sf	86	$ 14.50	$ 1,055.75	$ 90,794.07	$ 26.00	$ 1,893.06	$ 162,803.16	$ 35.00	$ 2,548.35	$ 219,158.10	$ 15.00	$ 1,092.15	$ 93,924.90
	PART 1.3 DOWNTOWN PARKS-(Rotary Mower) BID SUBTOTAL				$		211,402.62	$		269,615.16	$		441,683.10	$		174,033.90
1.4	Cemetery Turfgrass Maintenance- North Service Area															
1	Turfgrass Maintenance	58.35	Acre	36	100	$ 5,835.00	$ 210,060.00	$ 65.00	$ 3,792.75	$ 136,539.00	$ 250.00	$ 14,587.50	$ 525,150.00	$ 45.00	$ 2,625.75	$ 94,527.00
	Bed maintenance	4	1000 sf	36	$ 24.50	$ 98.00	$ 3,528.00	$ 26.00	$ 104.00	$ 3,744.00	$ 35.00	$ 140.00	$ 5,040.00	$ 15.00	$ 60.00	$ 2,160.00
2	Disposal Fees (Trail Ridge Landfill)	2	Ton	2	$ 45.00	$ 90.00	$ 180.00	$ 45.00	$ 90.00	$ 180.00	$ 45.00	$ 90.00	$ 180.00	$ 45.00	$ 90.00	$ 180.00
3	Disposal Fees (Old Kings Rd. Landfill)	2	Ton	2	$ 35.00	$ 70.00	$ 140.00	$ 35.00	$ 70.00	$ 140.00	$ 35.00	$ 70.00	$ 140.00	$ 35.00	$ 70.00	$ 140.00
4	Disposal Fee (White Goods)	1	EA	8	$ 20.00	$ 20.00	$ 160.00	$ 20.00	$ 20.00	$ 160.00	$ 20.00	$ 20.00	$ 160.00	$ 20.00	$ 20.00	$ 160.00
5	Disposal Fees (Tires)	1	Ton	1	$ 168.00	$ 168.00	$ 168.00	$ 168.00	$ 168.00	$ 168.00	$ 168.00	$ 168.00	$ 168.00	$ 168.00	$ 168.00	$ 168.00
	PART 1.5 CEMETERY TRUFGRASS MAINTENANCE BID SUB-TOTAL				$		214,236.00	$		140,931.00	$		530,838.00	$		97,335.00
	PART 1: NORTH SERVICE AREA TOTAL BASE BID Add Part 1.1, 1.2, 1.3, & 1.4 Subtotals. Also enter total amount on Part 1 –Total Base Bid				$		4,196,292.57	$		3,867,045.96	$		6,919,953.20	$		2,904,271.00
	PART 2. SOUTH SERVICE AREA ((South & East of St. Johns River)															
2.1	CITY PARKS- SOUTH SERVICE AREA (Appendix E)															
1	Turfgrass Maintenance	533.63	Acre	48	$ 67.50	$ 36,020.03	$ 1,728,961.20	$ 55.00	$ 29,349.65	$ 1,408,783.20	$ 100.00	$ 53,363.00	$ 2,561,424.00	$ 45.00	$ 24,013.35	$ 1,152,640.80
2	Bed Maintenance	355.46	1000 SF	48	$ 14.50	$ 5,154.17	$ 247,400.16	$ 16.00	$ 5,687.36	$ 272,993.28	$ 30.00	$ 10,663.80	$ 511,862.40	$ 15.00	$ 5,331.90	$ 255,931.20
3	Disposal Fees (Trail Ridge Landfill)	3	Ton	8	$ 45.00	$ 135.00	$ 1,080.00	$ 45.00	$ 135.00	$ 1,080.00	$ 45.00	$ 135.00	$ 1,080.00	$ 45.00	$ 135.00	$ 1,080.00
4	Disposal Fees (Old Kings Rd. Landfill)	2	Ton	8	$ 35.00	$ 70.00	$ 560.00	$ 35.00	$ 70.00	$ 560.00	$ 35.00	$ 70.00	$ 560.00	$ 35.00	$ 70.00	$ 560.00
5	Disposal Fee (White Goods)	1	EA	8	$ 20.00	$ 20.00	$ 160.00	$ 20.00	$ 20.00	$ 160.00	$ 20.00	$ 20.00	$ 160.00	$ 20.00	$ 20.00	$ 160.00
6	Disposal Fees (Tires)	1	Ton	2	$ 168.00	$ 168.00	$ 336.00	$ 168.00	$ 168.00	$ 336.00	$ 168.00	$ 168.00	$ 336.00	$ 168.00	$ 168.00	$ 336.00
	PART 2.1 CITY PARKS- SOUTH SERVICE AREA BID SUBTOTAL				$		1,978,497.36	$		1,683,912.48	$		3,075,422.40	$		1,410,708.00
2.2	PRESERVATION PARKS- SOUTH SERVICE AREA (Appendix E)															
1	Turfgrass Maintenance	14.4	Acre	42	$ 67.50	$ 972.00	$ 40,824.00	$ 60.00	$ 864.00	$ 36,288.00	$ 150.00	$ 2,160.00	$ 90,720.00	$ 45.00	$ 648.00	$ 27,216.00
2	Tree Removal from Roads & Trails	1	E	20	$ 1,000.00	$ 1,000.00	$ 20,000.00	$ 250.00	$ 250.00	$ 5,000.00	$ 2,500.00	$ 2,500.00	$ 50,000.00	$ 200.00	$ 200.00	$ 4,000.00
3	Trail Cleaning	1	Mile	2	$ 1,500.00	$ 1,500.00	$ 3,000.00	$ 1,000.00	$ 1,000.00	$ 2,000.00	$ 4,000.00	$ 4,000.00	$ 8,000.00	$ 200.00	$ 200.00	$ 400.00
4	Disposal Fees (Trail Ridge Landfill)	1	Ton	8	$45.00	$ 45.00	$ 360.00	$45.00	$ 45.00	$ 360.00	$45.00	$ 45.00	$ 360.00	$45.00	$ 45.00	$ 360.00
5	Disposal Fees (Old Kings Rd. Landfill)	1	Ton	4	$35.00	$ 35.00	$ 140.00	$35.00	$ 35.00	$ 140.00	$35.00	$ 35.00	$ 140.00	$35.00	$ 35.00	$ 140.00
6	Disposal Fee (White Goods)	1	EA	4	$20.00	$ 20.00	$ 80.00	$20.00	$ 20.00	$ 80.00	$20.00	$ 20.00	$ 80.00	$20.00	$ 20.00	$ 80.00
7	Disposal Fees (Tires)	1	Ton	2	$168.00	$ 168.00	$ 336.00	$168.00	$ 168.00	$ 336.00	$168.00	$ 168.00	$ 336.00	$168.00	$ 168.00	$ 336.00

	PART 2.2 PRESERVATION PARKS-SOUTH SERVICE AREA BID SUBTOTAL:				$		64,740.00	$		44,204.00	$		149,636.00	$		32,532.00
2.3	CITY PARKS/ SOUTH SERVICE AREA HANNA PARK – (See Appendix G of Special Conditions for Park List)															
1	Turfgrass Maintenance	28	Acre	54	$ 67.50	$ 1,800.00	$ 102,060.00	$ 75.00	$ 2,100.00	$ 113,400.00	$ 150.00	$ 4,200.00	$ 226,800.00	$ 45.00	$ 1,260.00	$ 68,040.00
2	Bed Maintenance	0.5	1000 sf	54	$ 50.00	$ 25.00	$ 1,350.00	$ 16.00	$ 8.00	$ 432.00	$ 35.00	$ 17.50	$ 945.00	$ 15.00	$ 7.50	$ 405.00
	PART 2.3 CITY PARKS SOUTH HANNAH PARK BID SUBTOTAL				$		103,410.00	$		113,832.00	$		227,745.00	$		68,445.00
	PART 2: SOUTH SERVICE AREA TOTAL BASE BID Add Part 2.1, 2.2 & 2.3 Subtotals. Also enter total amount on Part 2 –Total Base Bid				$		2,146,647.36	$		1,841,948.48	$		3,452,803.40	$		1,511,685.00
	CONFLICT OF INTEREST:					Yes			Yes			Yes			Yes	
	INSURANCE AGENT ACKNOWLEDGMENT OR PROOF OF INSURANCE					Yes			Yes			Yes			Yes	
	BID BOND:					Yes			Yes			No			Yes	
	JSEB PARTICIPATION					Yes			Yes			No			Yes	
	ADDENDUM(S) (1)					Yes			Yes			Not Acknowledged			Not Acknowledged	

ATTACHMENT B

EVALUATION MATRIX

The evaluations will be based upon the six (6) following criteria, and Contractors are requested to provide, as a minimum, the information listed under each criterion. **Failure to provide adequate information on any criterion will result in lower scores and could result in rejection of the proposal as non-responsive.** Contractors are encouraged to arrange their responses in a format that will offer ready review and evaluation of each criterion.

1. PROJECT MANAGEMENT TEAM/PLAN (Maximum Score 20 Points)

Basis of awarding points in this criterion shall be made on the firm's depth of experience and ability to articulate how to execute park mowing and landscape maintenance contract. Contractors must demonstrate experienced and qualified personnel, who can articulate in writing, the components of a successful mowing and landscape maintenance plan. The credentials of the proposed project supervisor and key field personnel will also be considered. Contractor must provide the following information:

a. Provide a resume for each of the key individuals who will be involved in the mowing and landscape maintenance operation. Discuss their experience in the planning, executing, and monitoring of mowing and landscape maintenance activities.

b. Provide the name and resume of the individual who would be responsible for the daily operation of the work effort.

c. Provide a list of project planning activities essential to successfully planning, executing, and monitoring landscape maintenance services for city parks preservations and cemeteries including but not limited to:

- Sample detailed work assignment;
- Typical crew composition;
- Sub-Contractor plan;
- Steps taken to guard infrastructure from damage and commitment to repair damage caused by Contractor forces;
- Quality assurance/control activities;
- Communications network with client and crews;

d. Submit any other information which the firm believes documents their competency and ability to perform the requested services.

2. EQUIPMENT LIST (Maximum Score 20 Points)

Basis of awarding points in this criterion shall be made on the firm's providing a list of Contractor owned equipment and ability to obtain equipment.

Provide a list (Make, Model, Type, Year, etc.) of equipment that is Contractor owned or leased and discuss the ability to obtain additional or leased equipment; discuss ability to keep equipment operational that is leased or owned (equipment maintenance plan).

Failure to provide all listed information and documentation will result in a score less than maximum for this criterion.

3. PROXIMITY TO THE CITY OF JACKSONVILLE (Maximum Score 10 Points)

Basis of awarding points in this criterion shall be the location of the firm's corporate headquarters. Those firms headquartered in Duval County, Florida, will receive maximum points, while firms located elsewhere will receive pro-rata fewer points depending on the distance involved.

a. Document the location of Contractor's corporate headquarters; if located in Jacksonville, Florida, no further information is required under this criterion and maximum points will be awarded.

b. If Contractor's corporate headquarters is not located in Jacksonville, Florida, please document the location and the nature of business at the Contractor's local branch office(s), if any, which are located in Jacksonville, Florida or in the adjacent surrounding counties. Provide the number of employees assigned at each local branch office(s) and how many years each location has been open.

c. If the Contractor does not have a local office in Jacksonville or adjacent surrounding counties, Contractor must demonstrate, define, and provide examples of its ability to open up a local field office to service a Contract. Part of the minimum requirements is for the awarded Contractor is to open a local field office in Duval County or within the abutting counties of Nassau, Baker, Clay, or St. Johns before execution of a contract.

4. PAST AND PRESENT DEMONSTRATED COMMITMENT TO SMALL AND EMERGING BUSINESSES AND CONTRIBUTIONS TOWARD A DIVERSE MARKET PLACE (Maximum Score 30 Points)

Responding to this evaluation criterion necessitates that the Contractor indicate their past and present commitment to minority, women-owned, small and emerging businesses. More specifically, responses to this evaluation criterion should include, without limitation, statements that document the Contractor's:

i. Commitment to diversity among the directors, officers, members and/or employees that make up its firm;

ii. Commitment to diversity within its community and beyond;

iii. Commitment to and/or utilization of minority, women-owned, small and emerging businesses on past projects;

iv. Commitment to and/or utilization of minority, women-owned, small and emerging businesses, certified JSEBs in particular, for the project solicitation in question

5. SAFETY (Maximum Score 20 Points)

Points awarded for this criterion will be based upon the Contractor's ability to describe the safety protocols that will be implemented if awarded. Contractor is required to identify the safety/environmental training that employees are required to take, including identifying employees with specific certifications recognized by state/federal agencies. Contractor is to discuss the safety record on previous projects.

6. UNIT PRICES FOR LANDSCAPE MAINTENANCE SERVICES (Maximum Score 40 Points)

Basis of awarding points in this criterion shall be the aggregate of the unit prices bid for the selected activities. The firm with the lowest responsive, responsible bid will receive the most points.

a. Fill out and sign the Unit Price Proposal sheet. The bidder with the lowest responsive, responsible bid total for each of the two Service Areas (North and South) will be awarded the most points in this category.

(Remainder of page intentionally left blank)

C. BASIS OF AWARD

The Competitive Sealed Proposal Evaluation Committee (CSPEC) shall determine qualifications, interest and availability by reviewing all written responses received that express an interest in performing these services, and may conduct formal interviews of the two (2) to five (5) selected respondents for these services that are determined to be best qualified Proposal based upon the evaluation of written responses.

Proposals shall be evaluated on the seven (6) criteria listed in Attachment B and points for each criteria will be assigned. There are a total of 140 possible points in all six criteria.

One criterion is "Unit Prices for Landscape Maintenance." Basis of awarding points in this criterion shall be the aggregate of the unit prices bid for the listed services and the prices of the Additive/Deductive Alternates, if selected. The firm with the lowest responsive, responsible bid will receive the most points.

Each geographical service area (North Service District and South Service District) will be awarded to the most qualified highest ranked Proposals in accordance with ATTACHMENT B of the RFP, contingent on the availability of funds within the project's approved budget. The corrected extended prices of the Total Lump Sum Base Bids for Part 1 through Part 4 Services listed in the bid schedule will be used to determine the lowest qualified Bid. Proposals in which the prices obviously are unbalanced will be rejected. The City has the right to reject any or all bids.

If there are errors in the price extensions or in the additional total for any base bid, unit prices shall prevail, with the corrected base bid being used to determine the lowest qualified Bidder. The award of the contract will establish the Contractor and the unit prices which will be used during the life of the Contract.

The award will not be made until the CITY has completed all necessary investigations to determine if the low BIDDER is qualified to do the work and has the necessary organization, capital and equipment to carry out the contract.

D. REVISIONS OF BID PROPOSAL FORM

Request for revision of the Bid Proposal Form must be made to the Procurement Division at least ten (10) days prior to date of opening of Bids. Revision of the Bid Proposal by the Bidder will void the Bid.

E. BID CHANGES

No changes in the amount of Bids appearing on the outside of Bids will be considered. Only the amounts shown on bid documents inside the envelope will be considered. All changes, corrections and erasures must be initialed by the person signing the bid.

F. QUANTITIES

It is understood that the quantities set forth in the Proposal Form are calculated estimates, and that payment will be made only upon the actual quantities of work complete in place, measured as defined in the Contract Documents. It is the Bidder's responsibility to verify the scope and quantity of work included in lump sum bid items. No Adjustment in a lump sum bid price will be allowed for errors in quantity tabulations unless there is a change in the defined scope of work after receipt of the bids.

It is expressly understood and agreed that the foregoing Total Bid(s) is/are the basis for establishing the amount of the Proposal Bond and is not to be construed as a Lump Sum Proposal.

G. PROPOSAL BOND

Department of Finance and Administration
Procurement Division

CITY OF JACKSONVILLE

February 14, 2022

To: Gregory A. Pease, Chief
Procurement Division

From: Aileen Cruz, Business Analyst
Equal Business Opportunity Office / Jacksonville Small & Emerging Business Program

Re: **ESC-0019-22 Landscape Maintenance Services for City Parks, Preservation Parks and Cemeteries – Rebid**

The Equal Business Opportunity Office has reviewed the lowest bidder/ proposer for compliance with the Jacksonville Small and Emerging Business (JSEB) program. Based upon the review, and the areas of certification, the lowest bidder/proposer is **Greenway Lawn and Landscape**, with a total base bid of **$ 4,415,956.00** for the North and South area and the 40% JSEB goal. Based upon review of the JSEB schedule of work, the letters of intent, and the areas of certification, the lowest bidders/ proposers meet the goal by utilizing 40% participation with the following JSEB's:

Green Earth Landscaping & M Y Contractors Inc

The Equal Business Opportunity Office has reviewed the second lowest bidder/proposer for compliance with the Jacksonville Small and Emerging Business (JSEB) program. Based upon the review, and the areas of certification, the lowest bidder/proposer is **J&D Maintenance and Services of North Florida, LLC.**, with a total base bid of **$ 5,708,994.44** for the North and South area and the 40% JSEB goal. Based upon review of the JSEB schedule of work, the letters of intent, and the areas of certification, the lowest bidders/ proposers meet the goal by utilizing 40% participation with the following JSEB's:

K & J Lawn Care, Green Earth Landscaping & Jacksonville Lawn Care

Our review efforts are documented and available upon request. Please let us know if you have any questions or concerns. I can be reached at (904) 255-8828.

cc: Bryan Matus
Dinah Coleman Mason

PROCUREMENT DIVISION

NOTIFICATION OF RECOMMENDED BID REJECTION

Date: February 11, 2022

Via Email: gregory@groundtek.com

Bidder's Name: Aero Groundtek, LLC

Address: 13464 N US Hwy 301, Oxford, FL 34484

Contact Name: Gregory Bori

Bid No: ESC-0019-22

Title: LANDSCAPE MAINTENANCE SERVICES FOR CITY PARKS, PRESERVATION PARKS AND CEMETERIES - REBID

Date Opened: December 1, 2021

REASON FOR RECOMMENDED BID REJECTION: For being non-responsive; specifically, for not including the required bid bond pursuant to Section 1, Item 1.15 Special Contract Terms of the RFP.

If you wish to protest the recommended rejection of this bid, please respond in accordance with the City of Jacksonville's bid protest procedures and email a copy to the City Purchasing Analyst associated with the protested bid.

NOTE: This intended action is only a recommendation to the appropriate Awarding Authority. The authority recommending award for this bid is the General Government Awards Committee scheduled for Thursday, February 17, 2022 at 1:00 p.m.

Purchasing Analyst's Signature: _____

Bryan Matus, Purchasing Analyst

214 N. Hogan St., Suite 800 | Jacksonville, FL 32202 | Phone: 904.255-8815 | Fax: 904.255-8837

Matus, Bryan

From:	Matus, Bryan
Sent:	Friday, February 11, 2022 9:13 AM
To:	'gregory@groundtek.com'
Cc:	'charles@groundtek.com'; 'geoffrey@groundtek.com'; 'egomez@grountek.com'; 'jromero@groundtek.com'
Subject:	FW: Bid Rejection Notice: ESC-0019-22 Landscape Maintenance Services for City Parks, Preservation Parks and Cemeteries - Rebid
Attachments:	ESC-0019-22 BID REJECTION LETTER FOR AERO Groundtek LLC.pdf
Importance:	High

Good morning again,

I emailed the attached bid rejection notice, and I got an undeliverable notification. I copied the other emails listed in the proposal received to ensure the proper delivery of this notice. This email will serve as a notification of receipt.

Bryan

Called phone # and verified
Email 9:15AM, 2/11/2022
BM

From: Matus, Bryan
Sent: Friday, February 11, 2022 9:05 AM
To: gregory@groundtek.com
Cc: Freeman, Dustin <DustinF@coj.net>; Pease, Gregory <GPease@coj.net>; Laidler, Marilyn <MLaidler@coj.net>
Subject: Bid Rejection Notice: ESC-0019-22 Landscape Maintenance Services for City Parks, Preservation Parks and Cemeteries - Rebid
Importance: High

Good morning,

Please find the attached bid rejection notice. This email will serve as notification of receipt.

Bryan Matus
Purchasing Analyst
Procurement Division
Finance and Administration Department
214 N. Hogan Street, Suite 800
Jacksonville, FL 32202
Phone: 904.255.8815
Email: bmatus@coj.net

CITY OF JACKSONVILLE

*** *Florida has a very broad public records law. As a result, any written communication created or received by City of Jacksonville officials and employees will be made available to the public and media, upon request, unless*

Matus, Bryan

From: Charles Proffitt <cproffitt@groundtek.com>
Sent: Friday, February 11, 2022 9:14 AM
To: Matus, Bryan
Subject: Read: FW: Bid Rejection Notice: ESC-0019-22 Landscape Maintenance Services for City Parks, Preservation Parks and Cemeteries - Rebid
Attachments: Read: FW: Bid Rejection Notice: ESC-0019-22 Landscape Maintenance Services for City Parks, Preservation Parks and Cemeteries - Rebid

Importance: High

EXTERNAL EMAIL: This email originated from a non-COJ email address. Do not click any links or open any attachments unless you trust the sender and know the content is safe.