

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

FROM: Paula Vandehey, Director of Public Works
Pete Neuberger, Staff Engineer
Tom Duffey, Staff Horticulturist

SUBJECT: Award of Unit K-14 Native Landscape Management Contract to Applied Ecological Services, Inc., in an amount not to exceed \$170,874.30

DATE: February 4, 2014

The Department of Public Works is requesting approval of the Unit K-14 Native Landscape Management Contract to Applied Ecological Services, Inc., in an amount not to exceed \$170,874.30.

CONTRACT SCOPE

The Department of Public Works maintains an inventory of 48 stormwater ponds, channels, and biofilters with native landscaping. The proposed maintenance activities included in this contract are mowing, cutting, controlled burns, invasive species and algae control, and adding vegetation to sparsely established and eroding areas. Proposed new installation activities include preparation, seeding and planting in emergent, shoreline, and upland zones where temporary non-native vegetation currently exists.

PROPOSAL SCORING

In January 2014 the Department of Public Works solicited proposals from several firms with significant native landscape management experience. Five proposals were received. The review team initially evaluated each proposal based on the following Technical Scoring criteria:

Technical Scoring (100 Total Possible Points):

- A. Relevant Experience of Firm (Max 25 Points)
- B. Project Team Members (Max 20 Points)
- C. Project Understanding and Approach (Max 40 Points)
- D. Project Schedule (Max 15 Points)

After technical scoring was completed, the review team calculated the Overall Score for each proposal by taking the total bid price of each firm's Cost Proposal and dividing it by its respective Technical Score:

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Overall Score (Price Per Point) = Cost Proposal ÷ Technical Score

<u>Rank</u>	<u>Firm</u>	<u>Technical Score</u>	<u>Cost Proposal</u>	<u>Price Per Point</u>
1.	Applied Ecological Services	94.0	\$170,874	\$1,818
2.	NES	91.5	\$196,898	\$2,152
3.	Lakeshore Cleaners	83.0	\$180,716	\$2,177
4.	Cardno/J.F. New	89.0	\$251,907	\$2,830
5.	ENCAP	79.0	\$251,126	\$3,179

As indicated above, Applied Ecological Services (AES) submitted the highest ranked Technical Proposal as well as the least expensive Cost Proposal, and achieved the best Price Per Point. Applied Ecological Services has also served previously as DPW's Native Landscape Management Contractor and has demonstrated the ability to successfully and cost effectively meet DPW's performance goals.

As in previous years, DPW anticipates that if the contractor performs according to expectations, DPW will request contracting with AES for similar services in 2015 and 2016 without an RFP process, subject to Committee's and Council's contract approval in those future years.

CONCLUSION

The Department of Public Works recommends approval of the K-14 Native Landscape Management Contract to Applied Ecological Services, Inc., in an amount not to exceed \$170,874.30.