

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-17 Native Landscape Management Contract to Applied Ecological Services, Inc., in an amount not to exceed \$143,307.83

DATE: February 28, 2017

The Department of Public Works is requesting approval of the Unit K-17 Native Landscape Management Contract to Applied Ecological Services, Inc., in an amount not to exceed \$143,307.83. The 2017 combined capital and maintenance native landscaping budget is \$205,460.

CONTRACT SCOPE

The Department of Public Works maintains an inventory of 60 stormwater ponds and biofilters, along with several miles of drainage channels that have 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 at stormwater practices operated by both DPW and Facilities. Proposed new installation activities include preparation, seeding and planting in emergent, shoreline, and upland zones on new stormwater facilities.

PROPOSAL SCORING

In February 2017 the Department of Public Works issued a Request for Proposals (RFP) from five firms with significant native landscape management experience. Four 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 30 Points)
- B. Project Team Members (Max 20 Points)
- C. Project Understanding and Approach (Max 35 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	97.0	\$138,063	\$1,423
2.	NES	97.0	\$146,881	\$1,514
3.	Cardno	87.0	\$163,037	\$1,874
4.	Lakeshore Cleaners	73.0	\$168,909	\$2,313

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.

The RFP also encouraged respondents to offer alternative approaches to proposed tasks. The AES proposal identified an alternative approach to the burn strategy at two sites that will result in more burn work in 2017, but which staff believes will decrease maintenance costs in the long term.

Additionally, based on the excellent bid prices, cost proposals came in well below budget, so DPW wishes to contract for an additional 10% herbicide hours above the amount estimated in the RFP and included in the proposals, to allow for greater flexibility. As with all tasks, payment will be based on actual work performed, which may vary from proposal quantities under the adaptive management strategy used by DPW.

DPW anticipates that if the contractor performs according to expectations, DPW will request contracting with AES for similar services through 2021 without an RFP process, subject to Committee's and Council's contract approval in those future years. The AES proposal anticipated a 2% annual cost increase to future year bid prices, subject to standard considerations for unanticipated materials cost increases.

CONCLUSION

The Department of Public Works recommends approval of the K-17 Native Landscape Management Contract to Applied Ecological Services, Inc., in an amount not to exceed \$143,307.83.