

Department of Public Works – Engineering Division

MEMO

TO: Utilities Committee

FROM: Paula Vandehey, Director of Public Works
Pete Neuberger, Staff Engineer
Paul Krause, Staff Horticulturist

SUBJECT: Award of Unit K-22 Native Landscape Management Contract to RES, Inc., in an amount not to exceed \$192,385.00

DATE: February 15, 2022

The Department of Public Works is requesting approval of the Unit K-22 Native Landscape Management Contract to RES, Inc., in an amount not to exceed \$192,385. The 2022 combined capital and maintenance native landscaping budget is \$215,201.

CONTRACT SCOPE

The Department of Public Works maintains an inventory of 77 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 January 2022 the Department of Public Works issued a Request for Proposals (RFP) from three firms with significant native landscape management experience in Wisconsin. Three 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 35 Points)
- B. Project Team Members (Max 20 Points)
- C. Project Understanding and Approach (Max 35 Points)
- D. Project Schedule (Max 15 Points)

The RFP also encouraged respondents to offer alternative approaches and prices to proposed tasks. Where appropriate, incorporated select alternative tasks and prices into the evaluations to maximize cost-effectiveness.

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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:

$$\text{Overall Score (Price Per Point)} = \text{Cost Proposal} \div \text{Technical Score}$$

<u>Rank</u>	<u>Firm</u>	<u>Technical Score</u>	<u>Cost Proposal</u>	<u>Price Per Point</u>
1.	RES	97.5	\$172,052	\$1,765
2.	NES	96.0	\$171,414	\$1,786
3.	Merjent	80.0	\$169,973	\$2,125

As indicated above, RES submitted the highest ranked proposal with the best Price Per Point and is therefore DPW staff's recommendation for K-22 contracted services. RES (also dba Applied Ecological Services) has served as DPW's Native Landscape Management Contractor since 2006 and has repeatedly demonstrated the ability to successfully and cost effectively meet DPW's performance goals. DPW staff were also impressed with the ability of NES to provide a competitive proposal, considering the RES ability to leverage its vast experience and understanding gained while maintaining City of Appleton sites over the years.

Since 2012, DPW's practice has been to issue Unit K RFP's every five years, awarding the first year's contract based on the competitive proposal and with annual contracts for the subsequent four years being negotiated using single-source contracts with the same contractor, subject to staff recommendation and approvals by Utilities Committee and Council each year.

For 2023 through 2026, DPW staff are interested in using the same approach. If DPW staff determine that RES has delivered excellent, cost-effective customer service, and determine it is in the City's best interest, then staff anticipate negotiating a single-source contract for Unit K with RES for each year, subject to committee and council approvals at the appropriate times.