

TOWN OF PALM BEACH

Information for Town Council Meeting on: September 10, 2024

TO: Mayor and Town Council

VIA: Kirk W. Blouin, Town Manager

VIA: Robert Miracle, CPA Deputy Town Manager, Finance and Administration

FROM: Dean Mealy, II NIGP-CPP, CPPO Town Procurement and Contract Manager

RE: Resolution No. 113-2024, awarding ITB No. 2024-21, Landscape Maintenance Services for a five-year term to Mainguy Landscape Services for Zone 1 in the amount of \$362,180, approving a contingency in the amount of \$54,217 and establishing an overall project budget in the amount of \$416,507, Zone 2 & 2A in the amount of \$443,040, approving a contingency in the amount of \$66,456 and establishing an overall project budget in the amount of \$509,496, Zone 3, Zone 3A in the amount of \$994,326.70, approving a contingency in the amount of \$149,149 and establishing an overall project budget in the amount of \$1,143,475.70 and Brightview Landscape Services, Inc. for Zone 4 and Zone 4A in the amount of \$494,647.38, approving a contingency in the amount of \$74,197 and establishing an overall project budget in the amount of \$568,844.38 contingent upon satisfactory vendor performance, mutual agreement and budget authorization

DATE: August 27, 2024

COST SAVINGS

This recommendation for award has an expected cost savings to the Town in the first year of \$122,509.

STAFF RECOMMENDATION

Staff recommends the Town Council approve Resolution No. 113-2024, awarding ITB No. 2024-21, Landscape Maintenance Services for a five-year term to Mainguy Landscape Services for Zone 1 in the amount of \$362,180, approving a contingency in the amount of \$54,217 and establishing an overall project budget in the amount of \$416,507, Zone 2 & 2A in the amount of \$443,040, approving a contingency in the amount of \$66,456 and establishing an overall project budget in the amount of \$509,496, Zone 3, Zone 3A in the amount of \$994,326.70, approving a contingency in the amount of \$149,149 and establishing an overall project budget in the amount of \$1,143,475.70 and Brightview Landscape Services, Inc. for Zone 4 and Zone 4A in the amount of \$494,647.38, approving a contingency in the amount of \$74,197 and establishing an overall project budget in the amount of \$568,844.38 contingent upon satisfactory vendor performance, mutual agreement and budget authorization.

SUMMARY EXPLANATION/BACKGROUND

The current contract for Landscape Maintenance Services is at the five-year timeline of award. A new bid was issued on June 10, 2024. A total of sixty-four reviewed the solicitation and four submitted bids on zones. The incumbent vendor, Property Works was not the low bidder on any of the zones.

Procurement has conducted background reference checks on the two recommended firms, Mainguy Landscape Maintenance Services and Brightview Landscape Services, Inc. and reports good recommendations.

The scope of the bid stated that the Town is hereby requesting qualified landscape and gardening maintenance contractors to submit competitive bids to perform landscape maintenance for the Town of Palm Beach. Duties include maintenance of the turf, hedges, grounds to keep the common areas free of weeds, debris, errant plant growth. The intent of this bid is to provide gardening and landscape type services with an emphasis on retaining the quality and beauty of each site serviced within the Town. The awarded contractor will be able to identify and remove weeds throughout bedding areas, sidewalk cracks, trim/remove errant plant growth, provide landscape labor and equipment for project work. The awarded vendor will perform routine cleaning at beach access points, park benches, waste containers, parking lots, sidewalks and other common areas with hardscape. All prospective bidders are required to acknowledge the Town's guidelines on electric blowers and pesticides as part of the bid submittal process.

The awarded zones of work are as follows:

ZONE 1: Wells Road north to Palm Beach Inlet Dock – includes Wrightsman/Dean Park, Town Nursery and Inlet Park.

ZONE 2: Wells Road south to Royal Poinciana Way [South Edge] and Cocoanut Row to Whitehall Way, Bradley Park – includes three (3) 6th St. properties in West Palm Beach.

ZONE 2A: Circular Beds and medians on Royal Poinciana Way to the center span of Royal Poinciana Bridge

ZONE 3: Royal Poinciana Way south to Gulfstream Way – includes Public Works facility in West Palm Beach, Lakeside Park, and Mid-Town beach area (Excluding Worth Avenue).

ZONE 3A: Town Hall Square

ZONE 4: Gulfstream Rd to south Town limits including the Post Causeway, Ibis Isle, Phipps Ocean Park, and Lake Worth median

ZONE 4A: Southern Traffic Circle.

The rebid of services represents a cost reduction to the Landscape Maintenance Budget. The Town currently has purchase orders with Property Works for the same zones for FY24 in the amount of \$562,552.11. The first year for FY25 with the newly awarded vendors will be \$440,043.07. This is cost reduction in the amount \$122,509.04. Procurement and Contract Management issued the contract for a five-year period to note all costs associated with the five-year award. This will

provide for easier budget preparation and no requests for CPI adjustments as we renew purchase orders annually. This model of solicitation for a five-year award is authorized under State Statute.

FUNDING/FISCAL IMPACT

Funding for this program is from the Public Works Operational Budget

The bid tab reflects the following annual costs:

Zone	Year 1	Year 2	Year 3	Year 4	Year 5	Total Five Year
Zone 1	\$69,650	\$69,650	\$69,650	\$76,615	\$76,615	\$362,980
Zone 2 & 2A	\$85,200	\$85,200	\$85,200	\$93,720	\$93,720	\$443,040
Zone 3 & 3A	\$188,855.10	\$188,855.10	\$188,855.10	\$213,880.70	\$213,880.70	\$994,326.70
Zone 4 & 4A	\$96,337.97	\$96,385.97	\$99,286.50	\$99,358.50	\$103,278.44	\$494,647.38
	\$440,043.07	\$440,091.07	\$442,991.60	\$483,574.42	\$487,494.14	\$2,294,994.08

TOWN ATTORNEY REVIEW

This format has been utilized by the Town in previous recommendations and was approved by the Town Attorney.