



Interoffice Memorandum

October 14, 2021

TO: Mayor Jerry L. Demings
-AND-
County Commissioners

FROM: Carrie Mathes, CFCM, NIGP-CPP, CPPO, C.P.M., Manager,
Procurement Division

CONTACT: Richard Steiger, FMA, Manager, Facilities Management Division
407-836-7473

SUBJECT: Selection of Contractor, Request for Proposals, Y21-1040-AV, Landscaping
and Grounds Maintenance Countywide

RECOMMENDATION:

Selection of P & L Lawn Maintenance Inc, to provide Landscaping and Grounds Maintenance Countywide, Request for Proposals, Y21-1040-AV. Request authority for the Procurement Division to negotiate and execute a contract within a budget of \$1,796,460 for a three-year term. Further request authorization to renew the contract for two additional one-year terms.

Proposals were evaluated by the Procurement Committee on October 13, 2021. Commissioner Mayra Uribe was assigned to the Procurement Committee.

PURPOSE:

This contract provides for landscaping and grounds maintenance services to be provided for County buildings.

APPROVALS:

The Facilities Management and Business Development Divisions concur with this recommendation.

REMARKS:

Four proposals were received in response to this Request for Proposals (RFP). The Procurement Committee evaluated the proposals in accordance with the criteria set forth in this RFP. The proposals for ALG Landscaping and Concrete Work Inc., Diamond Crest Companies, LLC, and Premier Lawn Maintenance, LLC scored too low for Board consideration. Pricing is considered to be reasonable, as it is consistent with our current contracted pricing.

The Procurement Committee's consensus scores are attached.

Procurement Committee Meeting - October 13, 2021
Y21-1040-AV, Landscaping and Grounds Maintenance Countywide

CRITERIA	Qual. of Staff	Qual of Firm	Technical Approach	M/WBE	Location	Dislocated Workers (B)	SDV Subs (B)	SDV Prime (B)	Fee Proposal	Total Weighted Points
Weighted Value	15	15	20	10	10	5	10	5	30	120
(B) Indicates Bonus Points (Maximums Bonus Points Above)										
ALG Landscaping and Concrete Work Inc.	26.25	15.00	20.00	0.00	50.00	2.00	0.00	0.00	150.00	263.25
Diamond Crest Companies, LLC	15.00	15.00	20.00	0.00	50.00	0.00	0.00	0.00	25.13	125.13
P & L Lawn Maintenance Inc.	30.00	45.00	45.00	25.00	50.00	0.00	0.00	0.00	117.09	312.09
Premier Lawn Maintenance, LLC	45.00	60.00	30.00	0.00	50.00	0.00	0.00	0.00	90.92	275.92

PURCHASING COMMENTS: ALG Landscaping and Concrete Work Inc., Diamond Crest Companies, LLC, P & L Lawn Maintenance Inc. and Premier Lawn Maintenance, LLC included extension errors therefore the total offer was corrected accordingly.

POINT STRUCTURE:
1= Poor 4= Above Avg.
2= Below Avg. 5= Excellent
3= Average



INTEROFFICE MEMORANDUM

October 13, 2021

TO: Ana Villalona, Contracting Agent
Procurement Division

FROM: Kesi Warren, Senior Contract Administrator
Business Development Division

SUBJECT: Business Development Division MWBE Proposal Evaluation

PROJECT: Y21-1040-AV / Landscaping and Grounds Maintenance Countywide

APPROVED: *Sheena Ferguson*

Below are the respondents to the subject RFP with their firm's certified Minority/Women Business Enterprise (M/WBE) sub-consultants, Minority Business Enterprise Workforce and Women Business Enterprise goals:

- 1. ALG Landscaping and Concrete Work Inc.
MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
*None			

*The Schedule of Sub-Contracting – M/WBE Participation and Letter of Intent (LOI) Forms state "N/A" and the proposer indicates that they will perform all the work with their own forces. Therefore, the evaluator cannot assess points.

Total M/WBE Participation Proposed: 0%
M/WBE Sub consultant participation Weighted Score: 0

Total M/WBE Workforce: 0%
 Total WBE Workforce: 0%
***Minority Workforce and Women Workforce Weighted Score: 0**

* The Equal Opportunity Workforce Schedule was not submitted with the proposal. Therefore, the evaluator cannot assess workforce points.

Total M/WBE Participation Weighted Score: 0

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
*		

*The Schedule of Sub-Contracting – SDV Participation and SDV Letter of Intent (LOI) Forms state “N/A” Therefore, the evaluator cannot assess bonus points.

Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

Dislocated Worker(s) Proposed: 2
Dislocated Worker(s) Bonus Points: 2

Total Bonus Points: 2
(Includes SDV & Dislocated workers)

2. Diamond Crest Companies, LLC
 MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
*None			

*The Schedule of Sub-Contracting – M/WBE Participation and Letter of Intent forms were not submitted with the proposal. Therefore, the evaluator cannot assess points.

Total M/WBE Participation Proposed: 0%
M/WBE Sub consultant participation Weighted Score: 0

Total M/WBE Workforce: %
 Total WBE Workforce: %
***Minority Workforce and Women Workforce Weighted Score: 0**

*The Equal Opportunity Workforce Schedule was not submitted with the proposal. Therefore, the evaluator cannot assess workforce points.

Total M/WBE Participation Weighted Score: 0

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
*None		

*The Schedule of Sub-Contracting – SDV Participation and SDV Letter of Intent (LOI) Forms were not submitted with the proposal. Therefore, the evaluator cannot assess bonus points.

Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

*Dislocated Worker(s) Proposed: 0

***Dislocated Worker(s) Bonus Points: 0**

*The Displaced Worker form was not submitted with the proposal. Therefore, the evaluator cannot assess bonus points.

Total Bonus Points: 0

(Includes SDV & Dislocated workers)

3. P & L Lawn Maintenance, Inc.
M/WBE - HM PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
Aristocuts Lawn & Garden Services, Inc.	WF	25%	Lawn Maintenance Services

Total M/WBE Participation Proposed: 25%

M/WBE Sub consultant participation Weighted Score: 25

Total M/WBE Workforce: 90%

Total WBE Workforce: 03%

***Minority Workforce and Women Workforce Weighted Score: 0**

*The Equal Opportunity Workforce Schedule form is blank

Total M/WBE Participation Weighted Score: 25

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
*None		

* The Schedule of Sub-Contracting – SDV Participation Form states is blank
Therefore, the evaluator cannot assess bonus points.

Registered SDV(s) Proposed: 0

SDV Bonus Points: 0

*Dislocated Worker(s) Proposed: 0

***Dislocated Worker(s) Bonus Points: 0**

*The Dislocated Worker form was not submitted with the proposal. Therefore, the evaluator cannot assess bonus points.

Total Bonus Points: 0

(Includes SDV & Dislocated workers)

4. Premier Lawn Maintenance, LLC
 MAJORITY PRIME

M/WBE Sub-consultant(s)	M/WBE Classification	Projected %	Sub-consultants Role
*			

* The Schedule of Sub-Contracting – M/WBE Participation and Letter of Intent Forms were not submitted with the proposal. Therefore, the evaluator cannot assess points

Total M/WBE Participation Proposed: 0%
M/WBE Sub consultant participation Weighted Score: 0

Total M/WBE Workforce: 0%
 Total WBE Workforce: 0%
***Minority Workforce and Women Workforce Weighted Score: 0**

*The Equal Opportunity Workforce Schedule form was not submitted with the proposal. Therefore, the evaluator cannot assess workforce points

Total M/WBE Participation Weighted Score: 0

Registered Service-Disabled Veteran(s) (SDV) Sub-consultant	Points	SDV Sub-consultant Role
*		

*The Schedule of Sub-Contracting – SDV Participation and SDV Letter of Intent Forms were not submitted with the proposal. Therefore, the evaluator cannot assess bonus points.

Registered SDV(s) Proposed: 0
SDV Bonus Points: 0

*Dislocated Worker(s) Proposed: 0
***Dislocated Worker(s) Bonus Points: 0**

*The Dislocated worker form was not submitted with the proposal. Therefore, the evaluator cannot assess bonus points.

Total Bonus Points: 0
(Includes SDV & Dislocated workers)