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**CITY OF TEMPE  
REQUEST FOR COUNCIL ACTION****Council Meeting Date: 10/27/2016  
Agenda Item: 5B17**

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**ACTION:** Award a two-year contract with three, one-year renewal options to Artistic Land Management, Inc. for landscape maintenance services for streets and right-of-ways.

**FISCAL IMPACT:** Total cost of this contract will not exceed \$450,000 during the initial two-year contract period. Sufficient funds have been appropriated in the General Fund cost center 2555 (Field Operations – Landscape Maintenance) for the anticipated expenditures in the current fiscal year.

**RECOMMENDATION:** Award the contract.

**BACKGROUND INFORMATION:** (RFP #17-020) The City of Tempe issued a Request for Proposal (RFP) to establish a contract for landscape maintenance services for approximately 470 right-of-ways, medians, and City-owned facilities. The contract covers over 6,045,000 square feet throughout the City and is overseen by the Public Works Department.

The contractor is responsible for providing the following services:

- General maintenance of trees, shrubs, and ground cover
- General landscape clean-up
- General clean-up of paved areas
- Pest control
- Weed control
- Irrigation system repairs

The contractor is required to have the following certifications and licenses:

- International Society of Arboriculture (ISA) Tree Work or Arborist certification
- Irrigation Association (IA) Irrigation Installer, Irrigation Auditor, Irrigation Contractor, or Irrigation Manager certification
- Desert Landscaper certification
- State of Arizona Structural Pest Control Commission License in Turf and Ornamental and Weed

**Evaluation Process**

Notification of the RFP was sent to over 140 vendors and three proposals were received from the following firms:

Artistic Land Management, Inc.  
Mariposa Landscape Arizona, Inc.  
Somerset Landscape Maintenance

The proposals were evaluated and scored by a committee comprised of Public Works and Procurement staff using the following criteria contained within the RFP:

Criteria	Weight
Price	40%
Firm's qualifications and municipal expertise to include client references and financial stability	25%
Key personnel experience and expertise	15%
Methodology / Quality control plan	15%
Completeness of proposal and acceptance of terms and conditions	5%

**Results of Initial Scoring**

Scoring results of the initial evaluation are as follows:

Offeror	Initial Score	Cost per Month North Tempe	Cost per Month South Tempe	Cost per Month North & South Combined
Artistic Land Management, Inc.	950	\$19,327.30	\$18,657.68	\$37,984.98
Mariposa Landscape Arizona, Inc.	787	\$30,445.16	\$30,360.95	\$60,667.35
Somerset Landscape Maintenance	775	\$23,679.27	\$22,897.09	\$44,762.08

**Best and Final Offers**

Requests for best and final offers were sent to all three firms to allow the firms to submit their most competitive offer. All firms responded positively to the best and final offers. Artistic Land Management, Inc. was the only firm that submitted a price adjustment to their initial offer and reduced their pricing by 7%.

Reference checks were conducted on all firms. The references for Artistic Land Management were positive and confirmed their ability to perform landscape maintenance services.

The best and final offer scores and prices are shown below:

Offeror	Initial Score	Cost per Month North Tempe	Cost per Month South Tempe	Cost per Month North & South Combined
Artistic Land Management, Inc.	960	\$17,866.18	\$17,247.16	\$35,113.34
Somerset Landscape Maintenance	792	\$23,679.27	\$22,897.09	\$44,762.08
Mariposa Landscape Arizona, Inc.	777	\$30,445.16	\$30,360.95	\$60,667.35

It is the recommendation of the committee to award a contract to Artistic Land Management, Inc. The firm offers the lowest pricing, has a good track record with the City providing landscape maintenance services for the Transit Division and meets all the contract requirements stipulated in the revised scope of work. If the contract is awarded, the City will save over \$5,000 per month as compared to the previous contract pricing.

**ATTACHMENTS:** Vendor's Offer

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