

Legislation Text

File #: 4412, **Version:** 1

CC MEETING: July 9, 2019**DATE:** July 2, 2019**TO:** Erin Rinehart, City Manager**FROM:** Bob Scott, Assistant City Manager & Chief Financial Officer

Consider **Approval Of RFP #19-025 For Nursery Stock For The Parks Department To A Primary And Secondary Vendor** In An Amount Not To Exceed \$83,000.00.

BACKGROUND:

The trees, shrubs and ground cover to be purchased from this price agreement will be used to supply the necessary plant material required by the Parks departments. This bid award is for one year with the option to renew for two additional one year periods based on mutual approval.

A Request for Proposal was advertised to multiple vendors of which two vendors responded.

FINANCIAL IMPLICATIONS: The materials on RFP # 19-025 will be purchased from budgeted funds for the cost centers and amounts as listed below

<u>COST CENTER</u>	<u>LINE ITEM</u>	<u>BUDGET AMOUNT</u>
PARKS - 353001	60210 - LANDSCAPE MATERIALS	\$68,000.00
CAPITAL PROJECT	60210 - LANDSCAPE MATERIALS	\$5,000.00
COMMUNITY DEVELOPMENT		\$10,000.00

RECOMMENDATION/ACTION DESIRED:

Staff recommends that the best overall and most complete bid be awarded as listed below for an amount not to exceed \$83,000.00 for one year with the option to renew for two additional one year periods for a total three year contract valued at \$249,000.00.

<u>VENDOR</u>	<u>AWARDED</u>	<u>TOTAL NO BID ITEMS</u>
Southwest Wholesale Nursery	Primary Vendor - All Bid Items	7 ITEMS
Landmark Nurseries	Secondary Vendor -	71 ITEMS

Staff recommends Southwest Wholesale Nursery as the primary vendor and Landmark Nurseries as the secondary vendor. Previous history has showed the quality of product and service has been better with Southwest. Staff also feels Southwest Nursery is better able to accommodate our needs as they submitted a more complete bid offering of products. Items that received a "No Bid" from each will be priced on the open market.