



Cover Memorandum/Staff Report

File #: 22-640

Agenda Date: 6/14/2022

Item #: 7.K.

TO: Mayor and Commissioners
FROM: Kent Edwards, Sustainability Officer
THROUGH: Terrence R. Moore, ICMA-CM
DATE: June 14, 2022

APPROVAL OF RESOLUTION NO. 73-22 TO AWARD AN AGREEMENT TO COMMUNITY GREENING CORP. FOR TREE PLANTING SERVICES - \$325,808.

Recommended Action:

Motion to approve Resolution No. 73-22 to AWARD AN Agreement to Community Greening Corp for tree planting services in the estimated annual amount of \$325,808. and authorize the City Manager to exercise renewal options, in the amounts below, contingent upon appropriation of funds.

Background:

The City of Delray Beach is dedicated to enhancing the quality of life in the community, by enhancing the quality of the environment. With a move towards becoming a sustainable city, there has been a focus on reducing the carbon footprint and conserving natural resources. The City has installed charging stations for residents with electric cars, conducted beach clean ups, monitors turtle nesting, has recycling in City offices and the community, passed an ordinance banning plastic straws, and initiated a tree planting program. The tree planting program is one of the primary actions taken to increase the City's tree canopy.

Delray Beach has maintained the designation of a Tree City USA since 1989. In the summer of 2018, the City contracted a consultant to conduct a citywide assessment of land cover to identify priority areas for expanding the City's urban forest. The Tree Canopy Assessment concluded that Delray Beach's overall tree canopy coverage was approximately 23 percent and recommended that the City plant 10,000 trees in 5 years to increase the tree canopy to 28 percent by year 2035.

The City issued Request for Proposals (RFP) No. 2020-030 to acquire a firm to implement a one-year tree planting program as recommended by the assessment. This program was to provide a citywide tree planting effort of 2,000 trees on City property, parks and right-of-ways, as well as providing tree giveaways at various City functions.

On April 24, 2020, the City received three (3) submittals and one "no bid" pursuant to the RFP. A Selection Committee evaluated the proposals in full accordance with the solicitation requirements and the City's Purchasing Policy and Procedures Manual. The top scoring respondent was Community Greening Corp., and in accordance with Florida Statutes, representatives from the Purchasing and Parks and Recreation Departments conducted four (4) negotiations with Community Greening Corp. The initial price proposal was \$319,123.78; however, as a result of these negotiations, a price reduction was achieved resulting in a cost avoidance of approximately \$123,620, for a total estimated revised offer of \$195,540. The price was based upon the proposed

trees purchased, hourly rates, and actual hours worked. The project was substantially completed within 365 calendar days.

To continue the tree planting program, the City issued RFP No. 2022-007 to acquire a firm to implement a one-year tree planting program, with 3 subsequent yearly options for renewals, to perform the additional plantings necessary to reach the 10,000 tree and 28% canopy coverage goals. This program will provide the City with a comprehensive citywide tree planting program on remaining city property, parks and right-of-ways, as well as working with private partners to identify planting locations on non-City property and providing tree giveaways for City residents.

Before the RFP closing date, January 7, 2022, the City received one (1) submittal pursuant to the RFP, from Community Greening Corp. The RFP response time was extended to January 14, 2022, to allow for additional responses. Though six parties downloaded the RFP, and calls were made to these parties to answer any questions related to the RFP, no further submittals were received by the extended closing date, January 14, 2022.

A Selection Committee evaluated the one (1) proposal in full accordance with the solicitation requirements and the City's Purchasing Policy and Procedures Manual, and it was found to meet the RFP requirements. In accordance with Florida Statutes, representatives from the Purchasing, Parks and Recreation, and Public Works Departments, along with the Office of Sustainability and Resilience conducted negotiations with Community Greening Corp. The initial price proposal was \$383,310.13; however, as a result of these negotiations, we achieved a price reduction resulting in a cost avoidance of approximately \$57,501.93, for a total estimated revised offer of \$325,808.20. The price was based upon the proposed trees to be purchased, hourly rates, and actual hours worked. The first year of the project is expected to be substantially completed within 365 calendar days. The Agreement terms will be from the date of full execution thru the completion of work and full acceptance by the City. Staff has reviewed the estimated project total and finds it to be competitive and reasonable.

This motion is in accordance with Code of Ordinances Section 36.02 Commission Approval Required.

		Contract Amount
Initial Term (1 year)	May 17, 2022 - May 16, 2023	\$325,808.20
Renewal Term 1	May 17, 2023 - May 16, 2024	\$325,808.20
Renewal Term 2	May 17, 2024 - May 15, 2025	\$325,808.20
Renewal Term 3	May 17, 2025 - May 16, 2026	\$325,808.20

Attachments:

1. Agenda Cover Sheet
2. Request For Proposals 2022-007
3. Tabulation Report
- 4.. Community Greening's Proposal
5. Community Greening Initial Price Proposal
6. Exhibit "A"

- 7. Agreement Community Greening
- 8. Resolution 73-22
- 9. Legal Review Checklist

City Attorney Review:

City Attorney recommends approval.

Funding Source/Financial Impact:

Funding is available from account number 115-41-000-572.34-90 Tree Preservation Other Contractual Services Other Contractual Services (FY 2022 \$200,000) and pursuant to the adoption of the FY 2023 Budget (\$126,000).

Timing of Request:

Purchase of these services is urgent due Hurricane Season beginning.