

**INDIAN RIVER COUNTY
OFFICE OF MANAGEMENT AND BUDGET
PURCHASING DIVISION**

DATE: April 23, 2018

TO: BOARD OF COUNTY COMMISSIONERS

THROUGH: Jason E. Brown, County Administrator
Mike Smykowski, Budget Director

FROM: Jennifer Hyde, Purchasing Manager

SUBJECT: Award of Bid 2018044 – Contract Services for Beach Parks Maintenance

BACKGROUND:

The Parks Maintenance Division requested the solicitation of bids to establish firm fixed pricing for two work areas at the County’s nine Beachside Parks (Ambersands Beach Access, Golden Sands Beach Park, Round Island Oceanside Park, Round Island Riverside Park, Seagrape Trail Beach Access, Tracking Station Beach Park, Treasure Shores Beach Park, Turtle Trail Beach Access, and Wabasso Beach Park): Janitorial Service and Routine Maintenance, and Mowing and Grounds Maintenance. Bidders were invited to submit on one or both areas of work. The previous contracts were awarded in January of 2014 and have expired.

BID RESULTS:

Advertising Date: February 26, 2018
 Bid Opening Date: March 22, 2018
 Demandstar Broadcast to: 299 Subscribers
 Specifications/Plans Downloaded by: 22 Vendors
 Replies: 5 Vendors

Annual bid prices submitted were:

Bidder’s Name	Location	Section 1 Janitorial and Routine Maintenance	Section 2 Mowing and Grounds	Both Sections 1 and 2
CER Signature Cleaning, LLC	Vero Beach	\$63,000.00	\$154,000.00	\$217,000.00
Covenant Cleaning Services, Inc.	Vero Beach	\$66,000.00	\$122,400.00	\$188,400.00
STS Maintain Services, Inc.	Palm City	No Bid	\$117,000.00	N/A
Viking Landscaping, LLC	Vero Beach	No Bid	\$90,000.00	N/A
W & G Maintenance Corp.	Palm Bay	\$97,560.00	No Bid	N/A

ANALYSIS:

The lowest bid for Section 1 was submitted by the prior awardee for that work, CER Signature Cleaning. The previous bid for this work was \$60,000; therefore, the new bid of \$63,000 represents a 5% increase in annual cost.

The work required under Section 1 is required to be accomplished daily, including weekends and holidays and entails: opening the gates to the Parks no later than 7:30 AM each day, but no earlier than 5:30 AM; emptying all trash containers and placing a clean trash bag in each container; picking up all paper, trash, glass or plastic containers within the boundaries of each Park; sweeping, insuring all paper product containers are filled and extra toilet tissue provided; cleaning mirrors as necessary and wiping down walls to remove any dirt or graffiti; and, notifying the Parks Division of any items in need of repair or replacement.

The lowest bid for Section 2 was submitted by Viking Landscaping, LLC. The previous bid for this work was \$21,000 per year (with two other bids received for the work at that time of \$58,970 and \$60,000); therefore, the new bid of \$90,000 represents a substantial increase. Staff believes the bid is reasonable, based on the other bids received for the work, the bids received by other agencies recently for similar work, and the significantly low price of the original awarded bid.

The majority of the work to be completed under Section 2 is required to be accomplished weekly and includes: mowing grass areas within the confines of the park and right-of-way; removing all trash and debris prior to mowing; trimming around all obstructions such as signs, posts, fences, poles, trees, slabs, walls, gates, etc.; edging along walks, curbs, hedges, and beds as required to maintain a neat appearance; blowing grass clippings and trimmings from hard surfaces; maintaining weed control; keeping boardwalk trimmed of vegetation; removing any accumulated sand from parking areas and roadway; maintaining irrigation system, and notifying the Parks Division of any items in need of repair. Additionally, shrubs and hedges are to be trimmed at least quarterly and trees are to be trimmed at least twice per year.

The term of award is two years, with two one-year extensions available, subject to satisfactory performance, vendor acceptance, and the determination that renewal is in the best interest of Indian River County.

FUNDING:

A budget amendment in the amount of \$34,000.00 will be brought before the Board at a later date to make the necessary funds for the remainder of the fiscal year available to the Parks – Other Contractual Services account, 00121072-033190.

RECOMMENDATION:

Staff recommends the Board award Bid 2018044 to CER Signature Cleaning, LLC (Group 1) and Viking Landscaping, LLC (Group 2). Staff further recommends the Board approve the sample agreement and authorize the Chairman to execute it after review and approval by the County Attorney as to form and legal sufficiency and after the required certificates of insurance have been

received and approved by the Risk Manager.

Attachment:

Sample Agreement