

MEMORANDUM

Purchasing #18-004
October 31, 2017

To: Gregory P. Harrison, City Manager
Through: Otis J. Thomas, General Services Director
From: Jeffrey K. English, Purchasing Agent
Subject: Award Bid E-42-17 Mulch (Cooperative Bid)

Contract Need/Background

The City of Pompano Beach issued Bid E-42-17 to establish an annual contract for the purchase of mulch products, to be ordered as needed. Products included in the bid are mulch made of recycled wood dyed brown and red, both delivered and installed, Melaleuca and rubber mulch, delivered, and playground wood chips and engineered wood fiber, delivered and installed. Pompano Beach issued this bid as the lead agency, on behalf of the City and eighteen other governmental agencies in the South Florida Governmental Purchasing Cooperative. The estimated quantities stated in the bid solicitation include anticipated requirements from all of the participating agencies, including the City of Pompano Beach.

The City's Public Works Department requires mulch on an ongoing basis for use in landscaping throughout the city. The Public Works Department recommends the contract be awarded to the low bidder for each bid item as the primary contractor:

Advanced Mulch, Inc.,	Item 9
Adwood, Inc.,	Items 1, 2, 6, 12
Eastcoast Mulch,	Items 8, 10, 11, 13
Superior Mulch,	Items 3, 4, 5, 14

Awards are also recommended to the remaining responsive bidders for each item, to be used as alternate sources if the primary vendor is unable to supply the product. It is anticipated that most orders will be placed with the primary awardee for each item to achieve the lowest cost to the City and Cooperative.

Attached you will find copies of the memorandum and the bid award recommendation form submitted by the Public Works Department, the bid tabulation, and solicitation document.

Bidders List

The Bidders List was created by using companies suggested by the requesting department, companies that have responded to prior bids, companies that have requested their names be placed on the Bid List, and companies from appropriate listings in other source books.

Number of firms responding with complete bids6

Advertising

The Bid was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. The Bid package was also posted in the City's eBid system for download by interested firms.

Funding

The total annual value of this contract award based on the combined estimated annual quantities of the eighteen participating co-op agencies, and the City of Pompano Beach, is \$1,618,803.00. Based upon the unit prices bid, and the City's estimated usage, the City of Pompano Beach annual expenditures for mulch products could total \$109,500.00. City purchases will be made, as needed, from budgeted funds in account, 001-3060-530.46-10, Repair & Maintenance / Land Building Improvements.

Award Recommendation

It is recommended that a one-year contract award be made to the low bidder per item as the primary awardee as follows: Advanced Mulch, (Item 9), Adwood, (Items 1, 2, 6,12), Eastcoast Mulch, (Items 8, 10, 11, 13), and Superior Mulch, (Items 3, 4, 5, 14). Alternate awards are recommended to the remaining bidders as outlined on the bid tabulation to be used if the primary contractor is unable to supply the product. The contract may be renewed for additional one-year periods, subject to the terms and conditions contained in the bid specifications.

enclosures

cc: File
Southeast Florida Governmental Purchasing Cooperative