

MEMORANDUM

Purchasing #24-009

December 11, 2024

To: Gregory P. Harrison, City Manager

Through: Antonio Pucci, Interim General Services Director

From: Jeff English, Purchasing Agent

Subject: Approve Recommendation for RFP E-01-24 Inspection and Cleaning of Stormwater Systems and Jet-Vac On-Call Services

Contract Need/Background

Request for Proposals (RFP) E-01-24 was issued to establish an as-needed contract to provide inspection, desilting, dewatering of the City's storm water systems. Primary and alternate contracts would also be needed for Jet-Vac on-call service for all utilities.

The notice list for this project was created for companies suggested by the requesting department, companies that have responded to prior solicitations, companies that have requested their names be placed on the notice list, and companies from appropriate listings in other sources.

Number of companies/firms submitting proposals.....7
Number of companies/firms submitting a responsive proposal.....5

Advertising

The RFP was advertised in the Sun Sentinel, and notices were sent to bid notice agencies throughout the nation. The RFP package was also posted on the City's eBid System for download by interested companies/firms and notice sent to all registered bidders/proposers by email.

Market Research

Two (2) local Pompano Beach storm water maintenance companies were invited to respond to the solicitation.

Selection/Evaluation Committee

Seven (7) companies responded to the RFP. Submittals from Clear Grounds, Inc., and PCI Stormwater Solutions were deemed non-responsive for failure to include required information on the companies' experience, resources, and references. The Selection/Evaluation Committee met on January 10, 2024 (in a public meeting) to review, evaluate, and score the five (5) responsive proposals. Copies of the minutes of the meeting, and the voting matrix and scoring sheets, are attached.

Recommendation

The recommendation from the Selection/Evaluation Committee to the City Commission is to approve the evaluation and ranking, and authorize the City staff to negotiate primary and alternate contracts with the two (2) highest ranked responsive and responsible proposers: Televac South, Incorporated, and Envirowaste Services Group, Inc.

attachments
cc: file