

MEMORANDUM

Purchasing #22-034
September 28, 2022

To: Gregory P. Harrison, City Manager
Through: Carla R. Byrd, General Services Director
From: Jeffrey K. English, Purchasing Agent
Subject: Award Bid E-27-22 Mulch (Cooperative Bid)

Contract Need/Background

The City of Pompano Beach (City) issued Bid E-27-22 to establish an annual contract for the purchase of mulch, 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. The City of Pompano Beach issued this solicitation as the lead agency, on behalf of the City and twenty (20) other governmental agencies in the South Florida Governmental Purchasing Cooperative. The estimated quantities stated in the 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 lowest responsive and responsible bidder for each bid item as the primary contractor:

Advanced Mulch, Inc.,Bid Line Item 9
East Coast Mulch,Bid Line Items 1, 2, 3, 4, 5, 6, 7, 8, 10, 11, 12

Awards are also recommended to the next lowest remaining responsive and responsible bidder 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 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 and companies that have registered as bidders.

Number of companies/firms responding with complete bids.....3

Advertising

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

Funding

The total annual value of this contract award is based on the combined estimated annual quantities of the (20) twenty participating co-op agencies, and the City of Pompano Beach, in the estimated amount of \$5,708,793.34. Based upon the unit prices that were bid, and the City's estimated usage, the City's annual cost for mulch could total \$130,000.00. City purchases will be made, as needed, from budgeted funds in account, 001-3040-530.46-10, Repair & Maintenance / Land Building Improvements.

Award Recommendation

It is recommended that a contract award be made to the lowest responsive and responsible bidder per item to the primary awardee as follows: Advanced Mulch Inc., (Bid Line Item 9), East Coast Mulch, (Bid Line Items 1, 2, 3, 4, 5, 6, 7, 8, 10, 11, 12). Alternate awards are recommended to the remaining bidders as provided in this solicitation. The contract period will be one year, commencing upon award by the City Commission. The contract may be renewed for (4) four additional (1) one-year periods, subject to the terms and conditions contained in this solicitation.

enclosures

cc: File
Southeast Florida Governmental Purchasing Cooperative