



CITY OF NORTH PORT
 FINANCE DEPARTMENT/PURCHASING DIVISION
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AWARD RECOMMENDATION

To: Jason Yarborough, Assistant City Manager
Thru: Terri Hasker, Administrative Services Specialist
From: Geoff Thomas, Contract Administrator I
Date: 11/9/2021
Subject: RFB NO. 2022-05 Tree and Brush Abatement Services

I. Bid opening was held on November 4, 2021. Three (3) bids were received from GB Trees and Land Clearing, LLC., GreenTopps Landscape, Maintenance, & Tree Services, LLC., R.A. Markuson Inc. Recommended award by lowest unit price and contractor’s availability to meet the required response time as follows:

II.

2022-05 Tree and Brush Abatement Services					GreenTopps Landscape, Maintenance, & Tree Services, LLC.		R.A. Markuson Inc.	
ITEM #	Category	DESCRIPTION	EST QTY	UNIT	TOTAL UNIT COST	TOTAL UNIT COST	TOTAL UNIT COST	TOTAL UNIT COST
1	Tree Trimming	4" to 12" Diameter Breast Height	1000	EA	\$50.00	\$50,000.00	\$50.00	\$50,000.00
2	Tree Trimming	>12" to 24" Diameter Breast Height	500	EA	\$60.00	\$30,000.00	\$75.00	\$37,500.00
3	Tree Trimming	>24" to 36" Diameter Breast Height	250	EA	\$102.00	\$25,500.00	\$100.00	\$25,000.00
4	Tree Trimming	>36" Diameter Breast Height	50	EA	\$160.00	\$8,000.00	\$170.00	\$8,500.00
5	Tree Removal	4" to 12" Diameter Breast Height	50	EA	\$85.00	\$4,250.00	\$100.00	\$5,000.00
6	Tree Removal	>12" to 24" Diameter Breast Height	25	EA	\$350.00	\$8,750.00	\$345.00	\$8,625.00
7	Tree Removal	>24" to 36" Diameter Breast Height	20	EA	\$720.00	\$14,400.00	\$680.00	\$13,600.00

8	Tree Removal	>36" Diameter Breast Height	10	EA	\$860.00	\$8,600.00	\$850.00	\$8,500.00
9	MISC	Invasive Impinging Foliage	75,000	SF	\$0.40	\$30,000.00	\$0.35	\$26,250.00
10	MISC	Additional Services	15	HR	\$33.00	\$495.00	\$35.00	\$525.00
11	MISC	Additional Equipment Need	25	HR	\$33.00	\$825.00	\$35.00	\$875.00
Totals					TOTAL BID	\$180,820.00	TOTAL BID	\$184,375.00

Please review the submittals, provided to **Terri Hasker**. **Purchasing has reviewed the submittals and has determined the apparent low bidders to be responsive in accordance with the specifications and addenda (see attached tabulation)**. A responsive submittal is one which conforms in all material respects to the solicitation. Refers to a bid that contains no exceptions or deviations from the terms, conditions, and specifications. The award of the bid was by lowest unit price and contractor's availability to meet the required response time.

Neighborhood Development Services Staff must review bid documents to determine if the bidder is responsible. A responsible person, company or entity is determined to have the capability in all respects to fully perform the contract requirements and has the integrity and reliability which will assure good faith performance and the capacity and capability to perform in accordance with the specifications. Additionally, verify the references and make sure the qualifications which were specified in the solicitation have been met. Please complete and sign this form and attach your recommendation along with the recommendation of Project Manager/Consultant for Finance Director's approval. **Upon receipt of this form**, I will post Notice of Intent (NOI) **and** will initiate the contract process.

III.

	APPARENT LOW BIDDERS SUBMITTAL: GreenTopps Landscape, Maintenance, & Tree Services LLC., and R.A. Markuson Inc.	APPARENT LOW BIDDER SUBMITTAL		
		YES	NO	N/A or OTHER
		1	Procurement reviewed and determined the apparent low bidders to be responsive: GreenTopps Landscape, Maintenance, & Tree Services LLC., and R.A. Markuson Inc.	✓
2	Project Manager/Engineer reviewed and determined the apparent low bidder to be responsible bidder meeting or exceeding specifications: GreenTopps Landscape, Maintenance, & Tree Services LLC., and R.A. Markuson Inc.	✓		
3	Department Director recommendation: to the lowest responsive, responsible bidder meeting or exceeding specifications: GreenTopps Landscape, Maintenance, & Tree Services LLC., and R.A. Markuson Inc.	✓		

IV. Contract Award to be approved by Commission at the Regular or District meeting on December 14th 2021.

Account Number: 001-2750-524.34-00 Project: N/A Available Amount: \$325,000.

V. Signatures



Digitally signed by Jason Yarborough
Date: 2021.11.17 15:51:02 -05'00'

Jason Yarborough, Assistant City Manager

Date

Terri Hasker

11/18/2021

Terri Hasker, Administrative Services Specialist

Date

Ginny Duyn

Digitally signed by Ginny Duyn
Date: 2021.11.18 14:03:04 -05'00'

Ginny Duyn, Senior Purchasing Administrator

Date

Lisa Herrmann, Budget Manager

Date

Kim Ferrell, Finance Director

Date