



**CITY OF DANIA BEACH
COMMUNITY DEVELOPMENT DEPARTMENT
STAFF REPORT**

DATE: June 9, 2015

TO: Robert Baldwin, City Manager

VIA: Marc LaFerrier, AICP, Director *[Signature]*

FROM: Corinne Lajoie, AICP, LEED GA, Principal Planner *CL Lajoie*

SUBJECT: Landscape Arborist Services, Request for Proposals (RFP).

The City sent out request for proposals for landscape arborist services. The advertisement was published in the local newspaper on March 3, 2015 and on the website in March 2, 2015. The submittal deadline was April 3, 2015. The scope of services includes the following:

- a. The review of site and building plans for City landscape code compliance;
- b. Tree removal permits and provide related inspections;
- c. Assist with Code Enforcement matters; and
- d. Consult on City capital projects involving landscape, design, installation and maintenance, as requested.

The city received six (6) proposals. The selection committee's tabulation are shown on the bid tabulation attachment. All six (6) of the bids were reviewed for mathematical correctness and thoroughness of completion of requested submittal, licenses, experience and price. The Community Development Department has planned for this expense which will be funded annually from the planned and appropriated Community Development Professional Services Landscape Review account number 001-15-01-515-31-36, cost which may exceed \$25,000.

The top three (3) proposals deemed by the selection committee to be the more advantageous to the City are as follows:

1. Metric Engineering, Inc.;
2. E-Sciences, Inc.; and
3. Calvin, Giordano and Associates

The term of this contract is to provide services to expire on September 30, 2017. A majority of the costs will be off-set by developer application fees.

STAFF RECOMMENDATION

Award bid to Metric Engineering, Inc. and authorize proper City officials to execute an agreement to expire September 30, 2017.