



Public Works Department

Alfredo Quintero Jr., EI, CFM, CGC, CCC
Public Works Director
ISA Certified Arborist

MEMORANDUM

Date: April 10, 2017

To: Rafael Casals, Interim Town Manager

From: Selection Committee Members: Alfredo Quintero, Committee Chair
Yenier Vega
Etienne Bejarano

Reference: RFP #17-01 Tree Planting Program

The Selection Committee Members met, April 7th 2017, at 4:30 p.m. to evaluate the proposals received in response to RFP #17-01. After tabulating each of the member's evaluations, the firms were ranked as follows:

1. VisualScape (98 Points)
2. SFM Services, Inc. (74.66 Points)
3. Plant Professionals (65.70 Points)

Attached please find each member's evaluation criteria form, as well as ranking sheet with all of the committee member's scores.

Although all Companies are very qualified for the scope of work outlined in RFP#17-01, the Committee has selected **VisualScape** to perform the Town's Tree Planting Program.





TOWN OF CUTLER BAY
BID OPENING - RFP#17-01
TREE PLANTING PROGRAM
THURSDAY, MARCH 30, 2017 – 4:00PM

<u>NAME</u>	<u>ADDRESS</u>	<u>TOTAL BID AMOUNT</u>
Plant Professionals	145 SW 3rd Ave, Homestead, FL 33050	\$249,247.00
Visualscape	15980 NW 117 AVE, Miami, FL 33018	\$125,640.00
SFM Services	9700 NW 79 th Ave, Hialeah, FL 33016	\$241,617.30



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Public Works Department
 10720 Caribbean Blvd., Suite 105
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Tree Planting Program
RFP #17-01
Evaluation Criteria

TREE PLANTING PROGRAM
Final Committee Ranking

FIRM NAME	YENIER VEGA	ETIENNE BEJARANO	ALFREDO QUINTERO	AVERAGE SCORE
PLANT PROFESSIONALS	66.70	60.20	70.20	65.70
VISUALSCAPE	99	95	100	98
SFM SERVICES	73.99	75.99	73.99	74.66

✓③
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Bidder's Name: VISUALSCAPE

Committee Member: ALFREDO QUINTERA

RFP #17-01
TREE PLANTING PROGRAM
Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
COST	50	50
PROPOSER QUALIFICATIONS	25	25
SCOPE OF SERVICES / PLAN	15	15
REFERENCES (RELEVANT EXPERIENCE)	10	10
TOTAL POINTS	100	100

Additional Notes:

HAS BEEN IN BUSINESS FOR 5.5 YEARS, UNDER THE CURRENT NAME. CONTRACTOR HAS A CERTIFIED APPRAISER ON STAFF. CONTRACTOR MEETS ALL INSURANCE REQUIREMENTS

$$\frac{125,640.00}{125,640.00} = 1$$
$$1 \times 50 \text{ POINTS} = 50 \text{ POINTS}$$



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Bidder's Name: SFM SERVICES, INC.

Committee Member: ALFREDO QUINTERO

RFP #17-01
TREE PLANTING PROGRAM
Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
COST	50	25.99
PROPOSER QUALIFICATIONS	25	23
SCOPE OF SERVICES / PLAN	15	15
REFERENCES (RELEVANT EXPERIENCE)	10	10
TOTAL POINTS	100	73.99

Additional Notes:

HAS BEEN IN BUSINESS FOR 11 YEARS, UNDER THE CURRENT NAME. CONTRACTOR HAS SEVERAL CERTIFIED ARBORISTS ON STAFF, ON THE 3 BINDER BINDER I RECEIVED FOR REVIEW, SEVERAL PAGES OF THE PROPOSAL FORM ARE MISSING. REVIEWER PAGES 41, 42, 44. MISSING PAGES 43, 45, 46, 47. CONTRACTOR LISTED N/A FOR BID LINE ITEM 23.20

125,640⁰⁰ = 0.51999
241,617³⁰
0.51999 X 50 POINTS = 25.99

Page 1 of 2 PAGE 42. CONTRACTOR MEETS ALL INSURANCE REQUIREMENTS.



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Bidder's Name: PLANT PROFESSIONALS

Committee Member: ALFREDO QUINTERO

RFP #17-01
TREE PLANTING PROGRAM
Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
COST	50	25.20
PROPOSER QUALIFICATIONS	25	20
SCOPE OF SERVICES / PLAN	15	15
REFERENCES (RELEVANT EXPERIENCE)	10	10
TOTAL POINTS	100	70.20

Additional Notes:

HAS BEEN IN BUSINESS FOR 15 YEARS. THE CONTRACTOR DID NOT PROVIDE PROOF OF HAVING A CERTIFIED ARBORIST ON STAFF. CONTRACTOR DID NOT USE EQUIPMENT TO TRANSFER TREES OR TO WAIVER TREE TRUNKS, SUCH AS FLAT BED TRUCKS, WAIVER TRUCKS, DUMP TRUCKS, ETC. CONTRACTOR MEETS ALL INSURANCE REQUIREMENTS.

$$\frac{125,640.00}{249,247.00} = 0.50408$$
$$0.50408 \times 50 \text{ POINTS} = 25.20 \text{ POINTS}$$



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Bidder's Name: Visualscape

Committee Member: Yeniel Vega

RFP #17-01
TREE PLANTING PROGRAM
Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
COST	50	50
PROPOSER QUALIFICATIONS	25	25
SCOPE OF SERVICES / PLAN	15	14
REFERENCES (RELEVANT EXPERIENCE)	10	10
TOTAL POINTS	100	99

Additional Notes:



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Bidder's Name: SFM SERVICES

Committee Member: Yenifer VBA

**RFP #17-01
TREE PLANTING PROGRAM
Evaluation Criteria**

CATEGORIES	MAX POINTS	AWARDED POINTS
COST	50	25.99
PROPOSER QUALIFICATIONS	25	25
SCOPE OF SERVICES / PLAN	15	13
REFERENCES (RELEVANT EXPERIENCE)	10	10
TOTAL POINTS		73.99

Additional Notes:

$$\frac{125,640}{211,617.30} \times 50 = 25.99$$



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Bidder's Name: plant professionals

Committee Member: JENIER VELA

**RFP #17-01
TREE PLANTING PROGRAM
Evaluation Criteria**

CATEGORIES	MAX POINTS	AWARDED POINTS
COST	50	25.20
PROPOSER QUALIFICATIONS	25	20
SCOPE OF SERVICES / PLAN	15	14
REFERENCES (RELEVANT EXPERIENCE)	10	7.5
TOTAL POINTS	100	66.70

Additional Notes:

$\frac{125,640.00}{249,247.00} \times 50 = 25.20$ / 3 GOVERNMENT AGENCY REFERENCES,
NO QUALIFICATIONS LISTED, NO CERTIFICATIONS



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Bidder's Name: Visualscape

Committee Member: Etienne Bejard

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Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
COST	50	50
PROPOSER QUALIFICATIONS	25	25
SCOPE OF SERVICES / PLAN	15	10
REFERENCES (RELEVANT EXPERIENCE)	10	10
TOTAL POINTS	100	95

Additional Notes:

Not enough description in scope.



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Bidder's Name: S F M Services

Committee Member: Ethene Bejano

RFP #17-01
TREE PLANTING PROGRAM
Evaluation Criteria

CATEGORIES	MAX POINTS	AWARDED POINTS
COST	50	25.99
PROPOSER QUALIFICATIONS	25	25
SCOPE OF SERVICES / PLAN	15	15
REFERENCES (RELEVANT EXPERIENCE)	10	10
TOTAL POINTS	100	75.99

Additional Notes:

Cost seems a little high



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Bidder's Name: Plant Professionals

Committee Member: Etienne Bejarano

**RFP #17-01
TREE PLANTING PROGRAM
Evaluation Criteria**

CATEGORIES	MAX POINTS	AWARDED POINTS
COST	50	25.20
PROPOSER QUALIFICATIONS	25	15
SCOPE OF SERVICES / PLAN	15	10
REFERENCES (RELEVANT EXPERIENCE)	10	10
TOTAL POINTS	100	60.20

Additional Notes:

Cost seems a bit on the high side
Qualifications are thin and indepth.