



CITY of NOVI CITY COUNCIL

**Agenda Item 10
March 27, 2017**

SUBJECT: Approval to award a unit price contract for landscaping services on city-owned properties to KBK Landscaping Inc., the lowest qualified bidder, for a one year term with three one year renewal options with at total estimated cost of \$119,706.

SUBMITTING DEPARTMENT: Information Technology- Facilities Management Division *AW*

CITY MANAGER APPROVAL: *[Signature]*

EXPENDITURE REQUIRED	\$119,706
AMOUNT BUDGETED	\$120,000
APPROPRIATION REQUIRED	\$ none
LINE ITEM NUMBER	101-265.00-941.000 \$25,700 101-265.00-941.301 \$20,012 101-265.00-941.337 \$835 101-265.00-941.442 \$5,246 101-265.00-934.302 \$2,440 101-265.10-941.208 \$65,473

BACKGROUND INFORMATION:

The City of Novi contracts for a landscaping vendor to provide lawn mowing and other various landscaping services to maintain city-owned properties. The scope of this proposed contract includes mowing, edging, mulch installation, proper bed maintenance, shrub shaping, and small tree pruning. This newly created scope and proposed contract will provide our facilities and parks the top service quality they deserve.

A request for proposal (RFP) was posted on the Michigan Intergovernmental Trade Network (MITN) website. A mandatory pre-bid meeting/site visit was held on February 2nd, 2017 which was attended by 16 firms. Eight proposals were received and reviewed by a committee of internal staff. The evaluations were based on resource capability, certifications, staffing, and related experience. Based on the committee review process the top three firm's fee proposals were opened. During the interview of the first ranked contractor it was discovered that they had erred in their mulch measurement by a substantial amount. This resulted in them raising their overall price. The second ranked contractor's bid was higher than the other two.

	Brightview	Progressive	KBK	Xpert	Brien's	B & B	Owen's	Teddy's
Total Score	2760	2160	2130	1810	1780	1660	1110	990
Rank	1	2	3	4	5	6	7	8

During the course of the evaluation period, speaking with references, and meeting with company representatives, our team believes that KBK Landscaping Inc. is the best fit to carry out the proposed scope.

RECOMMENDED ACTION: Approval to award a unit price contract for landscaping services on city-owned properties to KBK Landscaping Inc., the lowest qualified bidder, for a one year term with three one year renewal options with at total estimated cost of \$119,706.

RFP LAWN AND LANDSCAPE MAINTENANCE FACILITIES PARKS
UNIT PRICES FOR THREE HIGHEST SCORING FIRMS

				BrightView Landscape	Progressive Irrigation	K.B.K. Landscaping
Facilities	Frequency	Approx. Acres	Est. Annual Qty	Per Cut/ Per Unit Price	Per Cut/ Per Unit Price	Per Cut/ Per Unit Price
CIVIC CENTER						
Mowing	25-35 Cuttings/Year	4.63	35	238	255	215
Mowing - Double Cut	as requested		0	392	382	300
Bed Maintenance/Weed control	bi-weekly		17	224	270	325
Mulch Replacement	once per year		1	10,745	12,600	10,000
Square Yards of Mulch				110	140	100
Pruning	twice per year		2	745	360	650
Spring Cleanup	once per year		1	552	360	400
Fall Cleanup	once per year		1	1,749	360	950
POLICE HEADQUARTERS						
Mowing	25-35 Cuttings/Year	4.63	35	238	255	215
Mowing - Double Cut	as requested		0	392	382	300
Bed Maintenance/Weed control	bi-weekly		17	224	150	170
Mulch Replacement	once per year		1	8,115	6,750	4,500
Square Yards of Mulch				50	75	45
Pruning	twice per year		2	497	360	440
Spring Cleanup	once per year		1	289	360	350
Fall Cleanup	once per year		1		360	800
DEPT OF PUBLIC SERVICES						
Mowing	25-35 Cuttings/Year	2.3	35	130	127	95
Mowing - Double Cut	as requested		0	214	190	125
Bed Maintenance/Weed control	bi-weekly		17	112	90	78
Spring Cleanup	once per year		1	145	180	195
Fall Cleanup	once per year		1	437	180	400
POLICE GUN RANGE						
Mowing	25-35 Cuttings/Year	0.82	35	44	45	65
Mowing - Double Cut	as requested		0	73	68	95
Bed Maintenance/Weed control	bi-weekly		17	37	90	36
Spring Cleanup	once per year		1	30	180	80
Fall Cleanup	once per year		1	42	180	100
FIRE STATION #1						
Spring Cleanup	once per year		1	20	180	75
Fall Cleanup	once per year		1	63	180	160
FIRE STATION #2						
Spring Cleanup	once per year		1	28	180	65
Fall Cleanup	once per year		1	63	180	85
FIRE STATION #3						
Spring Cleanup	once per year		1	28	180	65
Fall Cleanup	once per year		1	63	180	65
FIRE STATION #4						
Spring Cleanup	once per year		1	101	180	120
Fall Cleanup	once per year		1	182	180	200
CEMS BUILDING						
Mowing	25-35 Cuttings/Year	0.83	35	44	45	65
Mowing - Double Cut	as requested		0	73	68	95
Bed Maintenance/Weed control	bi-weekly		17	37	45	75
Spring Cleanup	once per year		1	43	180	65
Fall Cleanup	once per year		1	145	180	100
BROOKFARM PARK						
Mowing	25-35 Cuttings/Year	4.14	35	140	228	175

RFP LAWN AND LANDSCAPE MAINTENANCE FACILITIES PARKS
UNIT PRICES FOR THREE HIGHEST SCORING FIRMS

Mowing - Double Cut	as requested		0	259	342	250
Bed Maintenance/Weed control	bi-weekly		17	55	90	89
Spring Cleanup	once per year		1	486	360	295
Fall Cleanup	once per year		1	1,019	360	600
FUERST PARK						
Mowing	25-35 Cuttings/Year	6.75	35	242	371	275
Mowing - Double Cut	as requested		0	447	557	375
Bed Maintenance/Weed control	bi-weekly		17	112	360	159
Mulch Replacement	once per year		1	4,500	13,500	3,500
Square Yards of Mulch				50	150	35
Pruning	twice per year		2	477	360	300
Spring Cleanup	once per year		1	840	720	175
Fall Cleanup	once per year		1	1,760	720	350
NOVI DOG PARK						
Mowing	25-35 Cuttings/Year	6.41	35	230	353	275
Mowing - Double Cut	as requested		0	425	529	375
Spring Cleanup	once per year		1	795	360	175
Fall Cleanup	once per year		1	1,668	360	350
PAVILION SHORE PARK						
Mowing	25-35 Cuttings/Year	9.76	35	345	537	375
Mowing - Double Cut	as requested		0	638	805	500
Bed Maintenance/Weed control	bi-weekly		17	37	90	165
Spring Cleanup	once per year		1	1,193	450	375
Fall Cleanup	once per year		1	2,502	450	800
ROTARY PARK						
Mowing	25-35 Cuttings/Year	2.62	35	95	144	125
Mowing - Double Cut	as requested		0	175	216	175
Bed Maintenance/Weed control	bi-weekly		17	25	45	89
Spring Cleanup	once per year		1	309	270	120
Fall Cleanup	once per year		1	648	270	250
VILLA BARR ART PARK						
Mowing	25-35 Cuttings/Year	2.68	35	110	147	125
Mowing - Double Cut	as requested		0	204	221	175
Bed Maintenance/Weed control	bi-weekly		17	37	90	89
Spring Cleanup	once per year		1	353	270	125
Fall Cleanup	once per year		1	742	270	250
VILLAGEWOOD PARK						
Mowing	25-35 Cuttings/Year	2.76	35	110	152	125
Mowing - Double Cut	as requested		0	204	228	175
Bed Maintenance/Weed control	bi-weekly		17	37	90	110
Spring Cleanup	once per year		1	353	270	125
Fall Cleanup	once per year		1	742	270	250
SOD REPLACEMENT	remove, provide & install	per yd		4.35	6.30	12.50

Evaluation Rank

1

2

3

Proposals were evaluated and scored. The three firms with the highest cumulative scores had their fee proposals opened.



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CITY OF NOVI

LAWN AND LANDSCAPE MAINTENANCE SERVICES

CONTRACTOR QUESTIONNAIRE FORM

Failure to answer all questions may result in the rejection of your bid.

Firm Name: K.B.K. LANDSCAPING, INC.
Address: 9685 W. US HWY 12
City: SALINE State: MI Zip: 48176
Telephone Number: 734-320-5133 Fax Number: 517-456-7508
Representative's Name (please print): KRIS KRAUSE
Representative's Title: PRESIDENT
Email Address: Kris@kbklandscaping.com
Web Site: www.kbklandscaping.com

1. Type of Organization: (Circle One)

a. Individual b. Partnership c. Corporation d. Joint Venture e. Other _____

2. Year firm established: 1998

3. If applicable, former firm name(s):

4. Has any officer or partner of this organization owned or operated a company that declared bankruptcy during the last 10 years? No X Yes _____

When: _____

5. How many permanent full time employees 15

Anticipated part-time/seasonal employees 20

6. Are you able to provide insurance coverage as required by this RFP? YES

7. List the scope of services you are able to perform.

LAWN MAINTENANCE, LANDSCAPE MAINTENANCE, LANDSCAPE
INSTALLATION, ROW MOWING, FERTILIZATION AND CONTROLS
SNOW REMOVAL, SNOW HAULING, SALTING SERVICE

8. Specify the approximate schedule of herbicide applications for Bed Care & Paved Surface Weed Control applications, with formulas recommended, whether liquid or dry forms recommended.

FOLLOWING IN SPRING CLEAN UP AND REMOVAL OF OLD MULCH APPLY BASF PENNULUM AQUACAP™ LIQUID PRE-EMERGENT TO BED AREAS

APPLY NUFARM RAZOR® PRO LIQUID POST EMERGENT CONTROLS TO BED AREAS AND PAVED AREAS MONTHLY IF NECESSARY TO CONTROL WEEDS

9. Provide information relative to the experience and financial capability of your company to carry out the terms of this contract.

SINCE 1998 WE HAVE PROVIDED OUTDOOR PROPERTY SERVICES TO MUNICIPALITIES AND LARGE COMMERCIAL SITES. WE OWN A LARGE FACILITY AND LATE MODEL EQUIPMENT. WE PROVIDE QUALITY SERVICES TO THE COMMERCIAL PROPERTY MANAGER WE HAVE THE CAPACITY AND EXPERIENCE TO HANDLE ANY SIZE JOB

10. Identify those in your firm who would be responsible for this contract, including on-site supervision, and submit copies of their certifications (i.e. ISA arborist certification,

CLT Technician). Include educational background of principals and those who will be working on the project. Attach additional sheets, if necessary.

KRIS KRAUSE	PRESIDENT	HIGH SCHOOL-DIPLOMA
CODY HARSH	CREW LEADER	HIGH SCHOOL DIPLOMA
ZACH GROSSMAN	CREW LEADER	HIGH SCHOOL DIPLOMA
GERRY SPENCER	CREW LEADER	HIGH SCHOOL DIPLOMA
KYLE HAYNES	CREW MEMBER	HIGH SCHOOL DIPLOMA
MIKE NOBEL	CREW MEMBER	HIGH SCHOOL DIPLOMA
JAMIE BAUER	CREW MEMBER	HIGH SCHOOL DIPLOMA

TRUGREEN - CHEMICAL APPLICATIONS/ PESTICIDES

11. How many clients does your company currently serve with the type of services described? Provide a list.

CITY OF FARMINGTON HILLS, SCIO TOWNSHIP
CITY OF ANN ARBOR FACILITIES, CITY OF ANN ARBOR
PARKS + RECREATION, MDOT,

12. Please provide a list of client references of similar scope, other than the City of Novi. Include name, address, phone number, dates worked and contact person. Municipal references (or other governmental agencies) preferred.

Company CITY OF ANN ARBOR FACILITIES
Address 301 E HURON ANN ARBOR, MI 48107
Phone 734-323-4158 Contact name LYNN CRUM

Scope of work LAWN CARE MAINTENANCE
Contract dates 2013 - CURRENT

Company CITY OF ANN ARBOR PARKS + RECREATION
Address 301 E HURON ST. ANN ARBOR, MI. 48107
Phone 734-845-0368 Contact name KEVIN EARNST
Scope of work LAWN CARE - MAINTENANCE
Contract dates 2013 - CURRENT

Company CITY OF FARMINGTON HILLS
Address 27245 HALSTED RD FARMINGTON HILLS, MI 48331
Phone 248-231-8565 Contact name BRIAN PICKWORTH
Scope of work LAWN CARE, LANDSCAPE MAINT, ROADSIDE MOWING
Contract dates 2010 - CURRENT

Company SCIO TWP
Address 827 N. ZEEB RD ANN ARBOR, MI 48103
Phone 734-369-9400 Contact name BRUCE KELLY
Scope of work LAWN CARE - MAINTENANCE
Contract dates 2013 - CURRENT

Company _____
Address _____
Phone _____ Contact name _____
Scope of work _____
Contract dates _____

13. Please include a detailed Equipment List that will be on site and available for use by the crew performing the requested services (including mowers, trucks, tractors, trailers, etc.) in Excel format.

14. Please identify which professional organizations your company is a good

standing member of: (please check all that apply)

International Society of Arboriculture

Michigan Turfgrass Foundation

Michigan Nursery and Landscape Association

Michigan Green Industry Association

15. Based on your current resources, are you available to provide the requested services identified within the timeframe allocated? yes

16. Please provide an example of a work plan showing how you would schedule the City's mowing areas in order to complete the work in the time frame allocated (assume that the weather is good).

TUES	12pm - 5pm	CIVIC CENTER/POLICE
WED	8am - 5pm	BALANCE OF PROPERTIES

17. Provide a description of your company's philosophy (including what standards you use) relative to lawn care and landscaping.

WE FOLLOW GUIDELINES FROM MSU COOPERATIVE EXTENSION OFFICE REGARDING MOWING SCHEDULING, HEIGHT OF CUT, PROPER ALTERNATIVE PATTERNS, INTEGRATED PEST MANAGEMENT.

19. Claims & Suits: Does your firm have any litigation pending or outstanding against your organization or its officers? If yes, please provide details.

No Yes

20. Provide any additional information you would like to include which may not be included within this Questionnaire. You may attach additional sheets.

R.O.W. MOWING FOR MOOT - LIVINGSTON, MONROE + WASHINGTON COUNTIES, WERC, MCR.

THE FOREGOING QUESTIONNAIRE IS A TRUE STATEMENT OF FACTS:

Authorized Company Representative (please print): KRIS KRAUSE

Representative Signature: Kris Krause

Date 2/21/17

PI-079 (07/03)

Michigan Department of Agriculture & Rural Development
Pesticide and Plant Pest Management Division
Pesticide Application Business License

License No: 630118
Issue Date: 02/08/2017
Expiration: 12/31/2017

Issued To:

TRUGREEN

48932 WIXOM TECH DR

WIXOM, MI 48393-

Category(ies): 3A, 3B, 6, 7A*, 7F

Mailing Address:

TRUGREEN

48932 WIXOM TECH DR ATTN: CHRIS JOHNSON
WIXOM, MI 48393-

JAMIE CLOVER ADAMS

Director of Agriculture
& Rural Development

This license is issued in accordance with the provisions of Act 451, Part 83, PA of 1994, as amended & is only valid for the establishment, address, and categories listed above. Categories with an (*) are RESTRICTED (see back). This license is not transferable.



**K.B.K Landscaping
Equipment Listing**



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**CITY OF NOVI
LAWN & LANDSCAPE
MAINTENANCE SERVICES
-CITY FACILITIES & PARKS RFP**

Equipment	Brand	Model	Year	Serial
3/4 Truck	Ford	F250	2016	
Trailer	Trail King	18' Landscape	2014	
Zero turn Mower	Exmark	LZX940EKC606T0	2014	3136581547
Zero turn Mower	Exmark	LZX940EKC606T0	2014	3136581440
Zero turn Mower	Exmark	LZX940EKC606T0	2014	3136581578
String Trimmer	STIHL	FS90	2015	
String Trimmer	STIHL	FS90	2015	
String Trimmer	STIHL	FS130R	2016	
Blower	STIHL	BR600	2014	
Blower	STIHL	BR600	2014	
Blower	STIHL	BR600	2014	
Edger	Mclean	Walk Behind	2015	
Stick Edger	STIHL	FC90	2014	