



# Memorandum

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Date: August 5, 2024

To: Rey Valdes  
City Manager

From: Jacqueline Lorenzo  
Director of Procurement and Asset Management

Subject: **Evaluation Committee Findings for RFP No. 2024-08 for Doral Landscape and Athletic Fields Maintenance**

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This memorandum serves to provide the findings of the Evaluation Committee and to obtain a recommendation from the City Manager for the award of Request for Proposal (“RFP”) No. 2024-08 for Doral Landscape and Athletic Fields Maintenance.

## **BACKGROUND:**

The City of Doral (“City”) Department of Parks and Department of Procurement and Asset Management prepared RFP No. 2024-08 to identify one or more qualified and experienced firms to provide landscape and athletic field maintenance services. The scope of services was divided into the following two groups: Group 1 for all common areas and bikeways, and Group 2 for athletic fields.

On May 29, 2024, the City of Doral issued RFP No. 2024-08 inviting all qualified and experienced firms to submit proposals for Landscape and Athletic Fields Maintenance. Notices were posted on the City’s website, VendorRegistry.com, and Demandstar.com, with electronic broadcast to numerous vendors. The Department of Procurement and Asset Management addressed all questions via three (3) addenda posted on June 4, 2024, June 13, 2024, and June 24, 2024, on the City’s website, VendorRegistry.com, and Demandstar.com.

On July 8, 2024, the City received and opened seven (7) timely proposals from the following respondents: Everglades Environment Care, Inc., Juniper Landscaping, Rock & Rose Lawn Care LLC, SESPECA LLC, SFM Landscape Services, Superior Landscaping & Lawn Service, Inc., and Tip Top Enterprises. During the initial review, SESPECA LLC was determined to be unresponsive for failure to include the requisite experience.

On July 26, 2024, the Phase I Evaluation Committee meeting was conducted, and the following firms were shortlisted for presentations and Phase II Evaluation: Rock & Rose Lawn Care LLC

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SFM Landscape Services, Superior Landscaping & Lawn Service, Inc., and Tip Top Enterprises. On August 1, 2024 the shortlisted firms made presentations and the Evaluation Committee conducted the final Phase II evaluation.

Based on the thorough evaluation conducted by the Committee, the highest scoring proposal for Group 1 was SFM Landscape Services and the highest scoring proposal for Group 2 was Rock and Rose Lawn Care.

Section 2.8 of RFP No. 2024-08 provides as follows: “After reviewing the Committee's scores and ranking as well as the administrative review conducted by Procurement staff, the City Manager may take any action in the City’s best interest, which may include but is not limited to the following: make a recommendation to award to Council, may reject the Committee’s scoring in whole or in part, may require the Committee to re-evaluate, or may reject all proposals.”

If the Committee’s scoring is satisfactory and you intend to recommend SFM Landscape Services for Group 1 and Rock and Rose Lawn Care for Group 2, please execute below. An item will then be prepared for City Council review and approval of the City Manager’s recommendation to enter into the proposed agreements for a term of two (2) years with three (3) options to renew for (1) year each for a total term of five (5) years.



8/8/2024

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Rey Valdes  
City Manager

\_\_\_\_\_  
Date

Attachments: Phase I Evaluation Score Sheet  
Phase II Evaluation Score Sheet  
Pricing Evaluation Score Sheet  
Proposal Submitted by SFM Landscape Services, LLC  
Proposal Submitted by Rock and Rose Lawn Care, LLC  
RFP No. 2024-08 - Landscape and Athletic Fields Maintenance

c: Francisco Rios, Deputy City Manager  
Fernando Casamayor, Chief Financial Officer / Assistant City Manager  
Erin Sullivan, Director of Parks and Recreation