



Legislation Text

File #: 21-0917, Version: 1

MOTION TO AWARD IFB # CS-21-01 "PEST CONTROL SERVICES FOR PINES POINT, PINES PLACE AND SOUTHWEST FOCAL POINT " TO THE MOST RESPONSIVE/RESPONSIBLE BIDDER, TOWER PEST CONTROL., IN THE ANNUAL AMOUNT NOT TO EXCEED \$40,556, WHICH INCLUDES AN OWNER'S CONTINGENCY IN THE AMOUNT OF \$12,000.

PROCUREMENT PROCESS TAKEN:

- **Chapter 35 of the City's Code of Ordinances is titled "PROCUREMENT PROCEDURES, PUBLIC FUNDS."**
- **Section 35.15 defines an Invitation for Bid as "A written solicitation for competitive sealed bids with the title, date and hour of the public bid opening designated therein and specifically defining the commodities or services for which bids are sought. The invitation for bid shall be used when the city is capable of specifically defining the scope of work for which a service is required or when the city is capable of establishing 15 precise specifications defining the actual commodities required. The invitation for bid shall include instructions to bidders, plans, drawings and specifications, if any, bid form and other required forms and documents to be submitted with the bid."**
- **Section 35.18 of the City's Code of Ordinances is titled "COMPETITIVE BIDDING OR COMPETITIVE PROPOSALS REQUIRED; EXCEPTIONS."**
- **Section 35.18(A) states, "A purchase of or contracts for commodities or services that is estimated by the Chief Procurement Officer to cost more than \$25,000 shall be based on sealed competitive solicitations as determined by the Chief Procurement Officer, except as specifically provided herein."**
- **Section 35.19 of the City's Code of Ordinances is titled "SEALED COMPETITIVE BIDDING PROCEDURE."**
- **Section 35.19(A) states "All sealed competitive solicitations as defined in § 35.18 shall be presented to the City Commission for their consideration prior to advertisement."**
- **Section 35.21 of the City's Code of Ordinances is titled "AWARD OF CONTRACT."**
- **Section 35.21(A) of the City's Code of Ordinances is titled "City Commission approval."**
- **Section 35.21(A)(1) states, "An initial purchase of, or contract for, commodities or services, in excess of \$25,000, shall require the approval of the City Commission, regardless of whether**

the competitive bidding or competitive proposal procedures were followed."

SUMMARY EXPLANATION AND BACKGROUND:

1. On August 4, 2021, the City Commission authorized the advertisement of IFB # CS-21-01 "Pest Control Services for Pines Point, Pines Place and Southwest Focal Point", which was advertised on August 10, 2021.
2. The purpose of this solicitation was to find a contractor to provide Pest Control Services for Pines Point, Pines Place and Southwest Focal Point facilities.
3. On September 7, 2021, the City opened five (5) proposals from the following vendors:

Vendor	Total Cost
Tower Pest Control	\$ 28,556.00
Beach Inviromental	\$ 39,789.00
Royal Pest and Termite	\$ 40,920.00
Terminix Commercial	\$ 42,856.00
Orange Pest Control	\$236,894.00
4. The Community Services Department has opted to not award the two line items for termite treatment, as they will obtain three (3) quotes when the services are necessary. In addition, the line items for roach infestation and bedbug treatment were not included in the totals above, and will be paid out of the owner's contingency when needed.
5. The Community Services Department has reviewed the proposals and has deemed Tower Pest Control to be the most responsive/responsible bidder. The Department is recommending to enter into an initial two year agreement with an additional two (2) year renewal period based on mutual consent by both parties.
6. In addition, Tower Pest Control has completed the Equal Benefits Certification Form and have stated that the "Contractor currently complies with the requirements of this section."
7. The Community Services Department would like to add a \$12,000 owner's contingency to cover any additional services as needed.
8. Request Commission to award IFB # CS-21-01 "Pest Control Services for Pines Point, Pines Place and Southwest Focal Point", to the most responsive/responsible bidder Tower Pest Control, in the annual amount not to exceed \$40,556, which includes an owner's contingency in the amount of \$12,000.

Financial Impact

FINANCIAL IMPACT DETAIL:

- a) **Initial Cost:** \$40,556
- b) **Amount budgeted for this item in Account No:** Funds are available in the following accounts:

Pines Point - 001-554-8002-534950-0000-000-0000 (Other Svc - Maintenance) \$9,800

Pines Place - 001-554-8002-534950-0000-000-0000-00603 (Other Svc - Maintenance) \$27,536

Community Services - 001-569-8001-546150-0000-000-0000 (R&M Land Bldg & Improvement)
\$3,220

c) Source of funding for difference, if not fully budgeted: Not Applicable.

d) 5 year projection of the operational cost of the project:

	Current FY	Year 2	Year 3	Year 4	Year 5
Revenues	\$0	\$0	N/A	N/A	N/A
Expenditures	\$40,556	\$40,556	N/A	N/A	N/A
Net Cost	\$40,556	\$40,556	N/A	N/A	N/A

e) Detail of additional staff requirements: Not Applicable.