



SAN DIEGO COUNTY
REGIONAL AIRPORT AUTHORITY
STAFF REPORT

Item No.
8

Meeting Date: **OCTOBER 4, 2012**

Subject:

Approve and Authorize the President/CEO to Execute a Landscaping Maintenance Agreement

Recommendation:

Adopt Resolution No. 2012-0109, approving and authorizing the President/CEO to execute a landscaping maintenance agreement with TruGreen LandCare, for a term of three years, with the option for two one-year extensions to be exercised at the discretion of the President/CEO, in an amount not to exceed \$1,589,757.00, to provide landscape maintenance services, at San Diego International Airport.

Background/Justification:

On May 21, 2012, the San Diego County Regional Airport Authority ("Authority") issued a Request for Proposals ("RFP") for Airport Landscape Services. This service contract will be the primary means for professional landscape services at SDIA.

On June 29, 2012, the Authority received one response to the RFP. Through outreach to those potential Respondents that downloaded the opportunity and did not submit a proposal, it was discovered that more Respondents would strongly consider submitting a proposal if revisions were made to the licensing requirements and the addition of language to clarify the use of subcontractors to perform the requested scope of work. Facilities Management Department ("FMD") staff determined it to be in the best interest of the Authority to reject all proposals, effect these suggested changes to the RFP and re-solicit the opportunity to allow for maximum participation.

On July 25, 2012, the Authority re-issued the RFP. Three responses were received from the following firms on August 15, 2012: Aztec Landscaping, TruGreen LandCare, and Western Gardens Landscaping. The Authority's Evaluation Panel ("Panel"), which was comprised of three representatives from FMD, one from the Landside Operations, and one from Environmental Affairs, reviewed the proposals, determined all proposals were responsive to the RFP, and invited all three firms for interviews, which were conducted on August 30, 2012. Each Panel member evaluated the respondents using weighted criteria of six factors (the respondent's overall experience and qualifications, skill and experience of personnel who would interact with Authority staff in the performance of services, planned procedures and methodology for performing repair services, cost, the respondent's sustainable practices, and Authority Policy 5.12, Small Business Preference Program).

000091

The final combined scoring matrix from the Panel is as follows:

Evaluation Criteria	Aztec Landscaping	TruGreen LandCare	Western Pacific Landscaping	Total Combined Points Possible
Experience & Qualifications	1540	1575	1155	1750
Primary Staff	1025	1100	600	1250
Work Plan	880	900	520	1000
Cost/Fees	600	750	150	750
Sustainability	210	210	140	250
Small Business Preference 5.12	0	0	250	250
Total	4255	4535	2815	5250

The final ranking matrix from the Panel is as follows:

	Aztec Landscaping	TruGreen LandCare	Western Gardens Landscaping
Panelist 1	2	1	3
Panelist 2	2	1	3
Panelist 3	2	1	3
Panelist 4	2	1	3
Panelist 5	2	1	3
Total	10	5	15
Final Rank	2	1	3

The Panel unanimously ranked TruGreen LandCare as the best qualified respondent to provide services based on the evaluation criteria and interview.

Based on the Panel's evaluation of the four firms and its finding that TruGreen LandCare was the best qualified overall, staff recommends awarding the SDIA landscaping maintenance services agreement to TruGreen LandCare in an amount not to exceed \$1,589,757.00.

Fiscal Impact:

Funding for the first two years of this five-year airport landscape maintenance services agreement will be available in the Board approved FY2013 and conceptual FY2014 FMD O&M budget for Annual Service Contracts. Funding for the subsequent years of the agreement will be included in FMD's FY2015 through FY2018 O&M budget.

Authority Strategies:

This item supports one or more of the Authority Strategies, as follows:

- Community Strategy
 Customer Strategy
 Employee Strategy
 Financial Strategy
 Operations Strategy

000092

Environmental Review:

- A. California Environmental Quality Act ("CEQA") review: This Board action is not a project that would have a significant effect on the environment as defined by the CEQA, as amended, 14 Cal. Code Regs. §15378. This Board action is not a "project" subject to CEQA Pub. Res. Code §21065;
- B. California Coastal Act review: This Board action is not a "development" as defined by the California Coastal Act. Pub. Res. Code §30106.

Equal Opportunity Program:

The Authority's small business program promotes the utilization of small, local, disadvantaged, and other business enterprises, on all contracts, to provide equal opportunity for qualified firms. By providing education programs, making resources available, and communicating through effective outreach, the Authority strives for diversity in all contracting opportunities.

The Authority has a Disadvantaged Business Enterprise ("DBE") Plan as required by the Department of Transportation, 49 CFR Part 26. The DBE Plan calls for the Authority to submit an annual overall goal for DBE participation on all federally funded projects.

This project does not utilize federal funds; therefore, it will not be applied toward the Authority's over-all DBE goal.

Prepared by:

WAYNE HARVEY
DIRECTOR, FACILITIES MANAGEMENT

RESOLUTION NO. 2012-0109

A RESOLUTION OF THE BOARD OF THE SAN DIEGO COUNTY REGIONAL AIRPORT AUTHORITY, APPROVING AND AUTHORIZING THE PRESIDENT/CEO TO EXECUTE A LANDSCAPING MAINTENANCE AGREEMENT WITH TRUGREEN LANDCARE, FOR A TERM OF THREE YEARS, WITH THE OPTION FOR TWO ONE-YEAR EXTENSIONS TO BE EXERCISED AT THE DISCRETION OF THE PRESIDENT/CEO, IN AN AMOUNT NOT TO EXCEED \$1,589,757.00, TO PROVIDE LANDSCAPE MAINTENANCE SERVICES, AT SAN DIEGO INTERNATIONAL AIRPORT

WHEREAS, the San Diego County Regional Airport Authority ("Authority") requires resources to maintain existing landscape at San Diego International Airport ("SDIA"); and

WHEREAS, the service contract will be the primary means for professional landscape maintenance of existing landscape at SDIA; and

WHEREAS, Authority advertised a Request for Proposal ("RFP") on July 25, 2012, to provide landscape maintenance services at SDIA; and

WHEREAS, the Authority received Proposals from Aztec Landscaping, TruGreen LandCare, and Western Gardens Landscaping on August 15, 2012, in response to the RFP; and

WHEREAS, the Evaluation Panel ("Panel") evaluated the respondents on experience and skill, primary staff, work plan, cost, sustainability and applied Authority Policy 5.12, Small Business Preference Program; and

WHEREAS, the Panel's evaluation process determined TruGreen LandCare to be best qualified overall to perform the landscaping maintenance services.

NOW, THEREFORE, BE IT RESOLVED that the Board hereby approves and authorizes the President/CEO to execute a landscaping maintenance agreement with TruGreen LandCare, for a term of three years, with the option for two one-year extensions to be exercised at the discretion of the President/CEO, in an amount not to exceed \$1,589,757.00, to provide landscape maintenance services, at San Diego International Airport; and

000094

BE IT FURTHER RESOLVED that the Authority and its officers, employees, and agents hereby are authorized to do and perform all such acts as may be necessary or appropriate in order to effectuate fully the foregoing resolution; and

BE IT FURTHER RESOLVED that the Board finds that this Board action is not a "project" that would have a significant effect on the environment as defined by the California Environmental Quality Act (CEQA), as amended, 14 Cal. Code Regs. §15378; and is not a "development" as defined by the California Coastal Act. Pub. Res. Code §30106.

PASSED, ADOPTED, AND APPROVED by the Board of the San Diego County Regional Airport Authority at a regular meeting this 4th day of October, 2012, by the following vote:

AYES: Board Members:

NOES: Board Members:

ABSENT: Board Members:

ATTEST:

TONY R. RUSSELL
DIRECTOR, CORPORATE SERVICES/
AUTHORITY CLERK

APPROVED AS TO FORM:

BRETON K. LOBNER
GENERAL COUNSEL

000095