

## Notice of Recommendation

RFP 19-PR-007  
Splash Pad Maintenance  
Whistle Stop Park

Date: July 2, 2019

### **SUMMARY:**

The City of Edgewater issued a Request for Proposals (RFP 19-PR-007) on May 13, 2019 with the sole purpose and intent of obtaining Proposals from interested companies to perform **Splash Pad Maintenance - Whistle Stop Park**.

Three submittals were received and all were deemed to be responsible/responsive responder. On June 26, 2019, the Evaluation Committee met and discussed the submittals based on the criteria listed in the RFP document. The Committee ranked the proposals as follows (Master Grading Sheet attached):

| <b>Firm</b>              | <b>Ranking</b> | <b>Annual cost</b> |
|--------------------------|----------------|--------------------|
| JD's Atlantic Pools, LLC | #1             | \$24,000           |
| Freeport Fountains, LLC  | #2             | \$61,860           |
| USA Management, LLC      | #3             | \$61,870           |

The Committee discussed the possibility of asking the firms to come in for presentations, however based upon further review of the RFP language, which states: ***"In general, the City wishes to avoid the expense to the City and to proposers of unnecessary oral interviews. Therefore, the City will make every reasonable effort to achieve the ranking using written submittals alone. If no single top-ranked firm can be clearly identified by review of the written submittals alone, then the evaluator(s) will request the Purchasing Agent to schedule the top ranked firm(s) for oral presentations/interviews."***, the Committee concluded unanimously that there was a clear single top-ranked firm identified by review of the written submittals alone and therefore declined requesting presentations.

### **RECOMMENDED ACTION:**

Motion to award and authorize the City Manager to execute a contract to JD's Atlantic Pools, LLC for Splash Pad Maintenance at Whistle Stop Park, for the City of Edgewater.

**RFP 19-FN-007- Splash Pad Maintenance - Whistle Stop Park**

**4/30/2019 10:00**

**Master Grading Sheet**

|  | <b>Summary of Qualifications</b> | <b>Fee Proposal</b>         | <b>Ability to Meet Requirements</b> | <b>References</b>          | <b>TOTAL</b>            | <b>Rank Order</b> |
|--|----------------------------------|-----------------------------|-------------------------------------|----------------------------|-------------------------|-------------------|
| <b>Company Name</b>                    | <b>120 points available</b>      | <b>120 points available</b> | <b>30 points available</b>          | <b>30 points available</b> | <b>300 total points</b> |                   |
| <b>Freeport Fountains, LLC</b>         | 120                              | 46.56                       | 30                                  | 30                         | <b>226.56</b>           | <b>2</b>          |
|  |                                  |                             |                                     |                            |                         |                   |
| <b>JD's Atlantic Pool Service, LLC</b> | 120                              | 120                         | 30                                  | 28.5                       | <b>298.5</b>            | <b>1</b>          |
|  |                                  |                             |                                     |                            |                         |                   |
| <b>USA Management LLC</b>              | 120                              | 46.56                       | 30                                  | 28.5                       | <b>225.06</b>           | <b>3</b>          |
|  |                                  |                             |                                     |                            |                         |                   |