



BOARD OF SUPERVISORS AGENDA ITEM REPORT
CONTRACTS / AWARDS / GRANTS

☒ Award ☐ Contract ☐ Grant

Requested Board Meeting Date: 08/06/19

* = Mandatory, information must be provided

or Procurement Director Award ☐

***Contractor/Vendor Name/Grantor (DBA):**

Arcadia Landscape, Inc. (Headquarters: Tucson, AZ)

***Project Title/Description:**

Landscape Maintenance and Repair Services

***Purpose:**

Award: Master Agreement No. MA-PO-20-008. This Master Agreement is for an initial term of one (1) year in the annual award amount of \$390,000.00 (including sales tax) and includes four (4) one-year renewal options.

Administering Department: Facilities Management

***Procurement Method:**

Pursuant to Pima County Procurement Code 11.12.010, Competitive sealed bidding, Solicitation No. IFB-PO-1900059 was conducted. Four (4) responses were received. Award is to the lowest, responsive and responsible bidder.

PRCUID: 340189

Attachments: Notice of Recommendation for Award and Master Agreement.

***Program Goals/Predicted Outcomes:**

Provide Pima County with a qualified landscape vendor to provide ongoing maintenance of exterior landscapes at various Pima County buildings and properties.

***Public Benefit:**

Maintain and enhance the appearance of Pima County buildings in neighborhoods and weed reduction at open sites.

***Metrics Available to Measure Performance:**

Monthly inspections of sites and employee input from work sites. Billing will be audited for accuracy and compliance to all terms of this contract.

***Retroactive:**

No.

To: COB 7-23-19(1)

Vers: 1

Pgs: 7

Contract / Award InformationDocument Type: MA Department Code: PO Contract Number (i.e., 15-123): 20-008Effective Date: 8/6/19 Termination Date: 8/5/20 Prior Contract Number (Synergen/CMS): _____☒ Expense Amount: \$* 390,000.00 ☐ Revenue Amount: \$ _____***Funding Source(s) required:** General FundFunding from General Fund? ☒ Yes ☐ No If Yes \$ 390,000.00 % _____Contract is fully or partially funded with Federal Funds? ☐ Yes ☒ No**If Yes, is the Contract to a vendor or subrecipient?** _____Were insurance or indemnity clauses modified? ☐ Yes ☒ No*If Yes, attach Risk's approval.*Vendor is using a Social Security Number? ☐ Yes ☒ No*If Yes, attach the required form per Administrative Procedure 22-73.***Amendment / Revised Award Information**

Document Type: _____ Department Code: _____ Contract Number (i.e., 15-123): _____

Amendment No.: _____ AMS Version No.: _____

Effective Date: _____ New Termination Date: _____

Prior Contract No. (Synergen/CMS): _____

☐ Expense or ☐ Revenue ☐ Increase ☐ Decrease Amount This Amendment: \$ _____Is there revenue included? ☐ Yes ☐ No If Yes \$ _____***Funding Source(s) required:**Funding from General Fund? ☐ Yes ☐ No If Yes \$ _____ % _____**Grant/Amendment Information** (for grants acceptance and awards)☐ Award ☐ Amendment

Document Type: _____ Department Code: _____ Grant Number (i.e., 15-123): _____

Effective Date: _____ Termination Date: _____ Amendment Number: _____

☐ Match Amount: \$ _____ ☐ Revenue Amount: \$ _____***All Funding Source(s) required:*****Match funding from General Fund?** ☐ Yes ☐ No If Yes \$ _____ % _____***Match funding from other sources?** ☐ Yes ☐ No If Yes \$ _____ % _____***Funding Source:** _____***If Federal funds are received, is funding coming directly from the Federal government or passed through other organization(s)?** _____Contact: Denise Waldo, Procurement OfficerDepartment: ProcurementTelephone: 520-724-8458

Department Director Signature/Date: _____

Deputy County Administrator Signature/Date: _____

County Administrator Signature/Date: _____

(Required for Board Agenda/Addendum Items)



NOTICE OF RECOMMENDATION FOR AWARD

Date of Issue: 7/19/2019

The Procurement Department hereby issues formal notice to respondents to Solicitation No. IFB-PO-1900059 for Landscape Maintenance and Repair Services that the following listed respondent will be recommended for award as indicated below. The award action is scheduled to be performed by the Board of Supervisors on or after August 6, 2019.

Award is recommended to the lowest, responsive and responsible Bidder.

<u>AWARDEE NAME</u>	<u>BID AMOUNT</u>	<u>ANNUAL AWARD AMOUNT</u>
Arcadia Landscape, Inc.	\$349,453.00	\$390,000.00 (including sales tax)

<u>OTHER RESPONDENT NAMES</u>	<u>BID AMOUNT</u>
Santa Rita Landscaping, Inc.	\$438,510.00*
Underwood Brothers, Inc. dba AAA Landscape	\$538,116.12*
BrightView Landscape Services, Inc.	\$559,653.50

*Bid amount as shown includes corrections.

Issued by: Denise Waldo, Procurement Officer
Telephone Number: (520) 724-8458

This notice is in compliance with Pima County Procurement Code §11.12.010(C) and §11.20.010(C).

Copy to: Pima County SBE via e-mail at SBE@pima.gov

AW



MASTER AGREEMENT

PIMA COUNTY, ARIZONA

THIS IS NOT AN ORDER - TRANSMISSION CONSTITUTES
CONTRACT EXECUTION

Master Agreement No: 20000000000000000008

MA Version: 1

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Description: LANDSCAPE MAINTENANCE AND REPAIR SERVICES

I S S U E R	<p>Pima County Procurement Department 130 W. Congress St. 3rd Fl Tucson AZ 85701</p> <p>Issued By: JENNIFER MOORE Phone: 5207248164 Email: jennifer.moore@pima.gov</p>
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T E R M S	<p>Initiation Date: 08-06-2019 Expiration Date: 08-05-2020</p> <table><tr><td>NTE Amount:</td><td>\$390,000.00</td></tr><tr><td>Used Amount:</td><td>\$0.00</td></tr></table>	NTE Amount:	\$390,000.00	Used Amount:	\$0.00
NTE Amount:	\$390,000.00				
Used Amount:	\$0.00				

V E N D O R	<p>ARCADIA LANDSCAPE INC 2002 E 13TH ST TUCSON AZ 85719</p> <p>Contact: KEVIN KILLMER Phone: 520-791-0889 Email: kevinkillmer@arcadia-landscape.com Terms: 0.00 % Days: 30</p>
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Shipping Method:	Vendor Method
Delivery Type:	
FOB:	FOB Dest, Freight Prepaid
<p>Modification Reason This Master Agreement is for an initial term of one (1) year in the annual award amount of \$390,000.00 (including sales tax) and includes four (4) one-year renewal options. Attachment: Offer Agreement</p>	

This Master Agreement incorporates the attached documents, and by reference all instructions, Standard Terms and Conditions, Special Terms and Conditions, and requirements that are included in or referenced by the solicitation documents used to establish this agreement. All transactions and conduct are required to conform to these documents.



MASTER AGREEMENT DETAILS

Master Agreement No: 20000000000000000008

MA Version: 1

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Line	Description					
1	Abrams Public Health Center 3950 S. Country Club					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$664.00			
2	Pima Animal Care Center 4000 N. Silverbell Rd					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$604.00			
3	Catalina Community Services					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$68.00			
4	Health Clinic 6920 E. Broadway					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$120.00			
5	Theresa Lee Clinic 1496 W. Commerce Ct					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$101.00			
6	Walter Rodgers Clinic/Pima Voc High School 175 W. Irvington					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$161.00			
7	Flowing Wells WIC clinic 4500 N. Old Romero Rd					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$161.00			
8	Arivaca Library 17050 W. Arivaca Rd					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$960.00			
9	Columbus Library 4350 E. 22nd St					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$274.00			
10	Flowing Wells Library 1730 W. Wetmore Rd					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$454.00			
11	Green Valley Library 601 N. La Canada					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$115.00			
12	Martha Cooper Library 1377 N. Catalina Ave					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$136.00			
13	Martha Cooper Library 1377 N. Catalina Ave - Lawn Only					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$45.00			
14	Mission Library 3770 S. Mission Rd					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$356.00			
15	Nanini Library/Foothills Sheriff Substation 7300 N. Shannon					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$166.00			
16	Quincy Douglas Library 1585 E. 36th St					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$214.00			
17	Valencia Library 202 W. Valencia					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$409.00			
18	Wheeler Taft-Abbott Library 7800 N. Schisler Dr					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$244.00			
19	Wilmot Library 530 N. Wilmot					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$233.00			



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Line	Description						
20	Wilmot Library 530 N. Wilmot - Lawn Only						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$45.00				
21	Woods Library 3455 N. 1st Ave						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$226.00				
22	Children's Advocacy Center 2329 E. Ajo						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$274.00				
23	Records Warehouse 1640 E. Benson Hwy						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$184.00				
24	El Banco Bldg. 801 W. Congress						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$137.00				
25	Elections / Records office 6550 S. Country Club						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$91.00				
26	PECOC bldg. 3434 E. 22nd St *						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$459.00				
27	Green Valley Government Center 601 N. La Canada						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$115.00				
28	HIDTA range 10001 S. Rita Rd *						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$177.00				
29	HIDTA range 10001 S. Rita Rd * - Lawn Only						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$105.00				
30	Pima County Jail 1270 W. Silverlake *						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$286.00				
31	Sheriff Training Center 1270 W. Silverlake *						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$131.00				
32	Minimum Security Facility 1801 S. Mission Rd *						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$151.00				
33	Sheriffs Administration 1750 E. Benson Hwy *						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$106.00				
34	Sheriffs Annex Bldg. 1650 E. Benson Hwy						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$61.00				
35	Materials Warehouse 1505 E. Apache Park Pl.						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$131.00				
36	Property and Evidence Warehouse 1600 E. Benson Hwy *						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$169.00				
37	Sheriff Substation Picture Rocks 6261 N. Sandario Rd.						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$152.00				
38	Sheriff Substation Rincon 8999 E. Tanque Verde						
	Discount	UOM	Unit Price	Stock Code	VPN	MPN	
	0.0000 %	EA	\$104.00				



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Line	Description					
39	Sheriff Substation Rincon 8999 E. Tanque Verde - Lawn Only					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$52.00			
40	Sheriff Substation Robles Junction 16140 W. Ajo Way					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$160.00			
41	Sheriff Substation San Xavier 2545 E. Ajo Way					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$120.00			
42	Arivaca Wastewater Facility *					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$185.00			
43	Avra Valley Wastewater Facility 10000 W. Snyder Hill *					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$484.00			
44	Corona De Tucson Wastewater Facility 1100 W. Sahuarita Rd *					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$247.00			
45	Pima County Fairgrounds Wastewater Facility *					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$154.00			
46	Green Valley Wastewater Facility 2201 N. Old Nogales Hwy *					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$257.00			
47	Mt. Lemmon Wastewater Facility 12633 N. Sabino Canyon Park *					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$180.00			
48	Randolph Park Wastewater Facility 3805 E. 22nd St *					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$30.00			
49	Tres Rios Wastewater Treatment Facility 7101 N.Casa Grande*					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$1,853.00			
50	Continental Ranch Wastewater Facility 10050 N. Coachline *					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$70.00			
51	Water Campus (ROMP) 2955 W. Calle Agua Nueva Bldg *					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$542.00			
52	Landscape Laborer					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	HOUR	\$30.00			
53	Irrigation Repair Specialist					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	HOUR	\$45.00			
54	Landscape Supervisor					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	HOUR	\$45.00			
55	Heavy Equipment Operator					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	HOUR	\$45.00			
56	40-yard roll off container including any disposal fees					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$550.00			
57	Tree removal < 9'					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$29.00			



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Line	Description					
58	Tree removal 9' to 20'					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$230.00			
59	Tree Removal > 20'					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$575.00			
60	Tree Trimming Services < 9'					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	HOURL	\$30.00			
61	Tree Trimming Services 9' to 20'					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	HOURL	\$75.00			
62	Tree Trimming Services > 20'					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	HOURL	\$203.00			
63	Palm Tree Trimming services < 25'					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	HOURL	\$75.00			
64	Palm Tree Trimming services >25'					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	HOURL	\$203.00			
65	Chemical weed control outside normal services					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	SQFT	\$0.01			
66	Blue Palo Verde 5 gal.					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$13.00			
67	Cat Claw Vine 1 gal.					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$4.00			
68	Creosote 1 gal.					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$9.00			
69	Desert Marigold 1 gal.					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$4.00			
70	Fairy Duster 1 gal.					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$4.00			
71	Honeysuckle 1 gal.					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$4.00			
72	Ironwood Tree 5 gal.					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$13.00			
73	Chilean Mesquite 5 gal.					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$14.00			
74	Penstemon 1gal.					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$4.00			
75	Salvia 1 gal.					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	EA	\$4.00			
76	Decomposed Granite assorted colors and sizes					
	Discount	UOM	Unit Price	Stock Code	VPN	MPN
	0.0000 %	TON	\$50.00			



MASTER AGREEMENT DETAILS

Line	Description					
77	Rip Rap Stone 6"+ - Discount 0.0000 %	UOM TON	Unit Price \$40.00	Stock Code	VPN	MPN
78	Top Soil Discount 0.0000 %	UOM TON	Unit Price \$25.00	Stock Code	VPN	MPN
79	Reject Sand Discount 0.0000 %	UOM TON	Unit Price \$25.00	Stock Code	VPN	MPN