



**TO:** Jeannette Ferrell, Purchasing Agent  
Purchasing Division  
**FROM:** Adriana Toro, Construction Project Management Supervisor  
Highway and Bridge Maintenance Division  
**SUBJECT:** Solicitation No.: BLD2115965B2  
Maintenance of Greenways and Miscellaneous Landscaping

Recommended Vendor: Prestige Property Maintenance, Inc.  
Recommended Group(s)/Line Item(s): Groups 1-4  
Initial Award Amount: \$1,948,957.61 Potential Total Amount: \$5,846,872.83  
Initial Contract Term: One Year Contract Term, including Renewals: Three Years

**CONCURRENCE:**

The agency has reviewed Vendor's response(s) for specification compliance and Vendor responsibility. I  
 have reviewed all documents including the Vendor Questionnaire and after careful evaluation, I concur with recommendation for award to the Vendor.

**FINANCIAL BACKGROUND/D & B REPORT: (check one)**

I am satisfied with the Vendor's financial background and/or rating and payment performance.  
 Not applicable Provide explanation if choosing this option

**LITIGATION HISTORY: (check one)**

I have reviewed the Litigation History Form and there is no issue of concern.  
 Refer to additional information from the Office of the County Attorney to address an issue/concern.

**PAST PERFORMANCE: (check all that apply)**

I have reviewed the Vendor's past Performance Evaluations in Contracts Central and:

Vendor received an overall rating  $\geq 2.59$  on all evaluations.  
 No evaluations within the past three years contained any items rated a score of 2 or less.  
 Vendor received a rating  $\leq 2.59$  on an evaluation(s). Refer to additional information.  
 Vendor received a score of  $\leq 2$  on an individual item(s). Refer to additional information.  
 Past evaluations are not relevant to the scope of this contract.  
 No past Performance Evaluations exist in Contracts Central.

**AND**

Reference Verification Forms are attached.

**OR**

Reference Verification Forms are not required: Commodity only purchase (less than \$250,000); Service less than \$50,000 and the Vendor has a Performance Evaluation within the past three years.

**NON-CONCURRENCE:**

I do not concur. Detailed reason for non-concurrence is attached.

TYPED NAME OF SIGNER: Adriana Toro, P.E. TITLE: Supervisor  
(Individual authorized to administer the contract.) Construction Project Management

SIGNATURE:  DATE: 10/17/18



PUBLIC WORKS DEPARTMENT  
**HIGHWAY & BRIDGE MAINTENANCE DIVISION**  
1600 Blount Road • Pompano Beach, Florida 33069 • 954-357-6040 • FAX 954-357-6131

**DATE:** October 10, 2018  
**TO:** Jeannette Ferrell, Purchasing Agent, Purchasing Division  
**FROM:** Adriana Toro, Construction Project Management Supervisor, Highway and Bridge Maintenance Division   
**SUBJECT:** **Concurrence Justification**  
**Bid No. BLD2115965B2, Maintenance of Greenways & Miscellaneous Landscaping**

The Highway and Bridge Maintenance Division (HBMD) concurs with the recommendation to award the above-referenced solicitation even though there are four evaluations with items rated two (2) and a notice of non-compliance for the following reasons:

- Unsatisfactory delivery time and failure to deliver information.
- Failure to report landscaping issues in a timeline manner.

The vendor performance issues appeared to have been isolated to specific projects. The vendor has taking corrective actions and assured HBMD performance issues will not occur in the future.

In addition, HBMD obtained positive references from entities and other County agencies that had contracts with the vendor in the past three years (refer to attachments).



**Vendor Reference Verification Form**

Broward County Solicitation No. and Title: BLD2115965B2, Maintenance of Greenways and Miscellaneous Landscaping

Reference for: (Name of Firm) Prestige Property Maintenance, Inc.

Organization/Firm Name providing reference: South of Southwest Ranches

Contact Name/Title: December Lauretano-Haines, Park and Recreation and Open Space Manager

Contact E-mail: dlauretano@southwestranches.org

Contact Phone: 954-343-7452

Name of Referenced Project: Townwide Parks Maintenance, Right of Way Maintenance, and Irrigation Maintenance

Contract No. N/A

Contract Amount: \$135,344, \$167,626, \$34,200 respectively

Date Services Provided: February 2015 - Current

(list date range or date services began until "current")

Vendor's role in Project:  Prime Vendor  Sub-consultant/Sub-contractor

Would you use this vendor again?  Yes  No If No, please specify in Additional Comments (below).

**Description of services provided by Vendor:**  
**Maintenance services including landscaping, irrigation, and tree maintenance for right-of-way and public spaces throughout the municipality. Additionally, Prestige provides emergency services in preparation for and cleanup following storm events.**

Please rate your experience with the referenced Vendor:	Needs Improvement	Satisfactory	Excellent	Not Applicable
<b>1. Vendor's Quality of Service</b>				
a. Responsive	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Accuracy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Deliverables	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
<b>2. Vendor's Organization</b>				
a. Staff expertise	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Professionalism	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Turnover	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
<b>3. Timeliness of:</b>				
a. Project	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Deliverables	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Additional Comments: (provide on additional sheet if needed)**  
**Personnel are professional, responsive, and eager to please. Quality of work has remained largely consistent over multiple years.**

References Checked By  
 Name: Angela Byers Title: Administrative Officer  
 Division/Department: HBMD/Public Works Date of Verification: 10/01/2018





**Vendor Reference Verification Form**

Broward County Solicitation No. and Title: BLD2115965B2, Maintenance of Greenways and Miscellaneous Landscaping

Reference for: (Name of Firm) Prestige Property Maintenance, Inc.

Organization/Firm Name providing reference: City of Coral Springs

Contact Name/Title: Louis Goldstein, Assistant Director of Parks and Recreation

Contact E-mail: ljgator@att.net

Contact Phone: 954 345-2112

Name of Referenced Project: Horticultural Services

Contract No. 17-B-124

Contract Amount: \$640,000

Date Services Provided: May 2018 - Present

(list date range or date services began until "current")

Vendor's role in Project:  Prime Vendor  Sub-consultant/Sub-contractor

Would you use this vendor again?  Yes  No If No, please specify in Additional Comments (below).

**Description of services provided by Vendor:**  
Mowing, weeding and edging services.

Please rate your experience with the referenced Vendor:	Needs Improvement	Satisfactory	Excellent	Not Applicable
1. Vendor's Quality of Service				
a. Responsive	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Accuracy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Deliverables	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Vendor's Organization				
a. Staff expertise	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Professionalism	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Turnover	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
3. Timeliness of:				
a. Project	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Deliverables	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Additional Comments: (provide on additional sheet if needed)**  
Contractor has been working with the City for a number of years and was recently hired to maintain city park common grounds.  
Contractor is doing a good job and has recently taken on additional park maintenance.

References Checked By  
Name: Brandie Barber Title: Maintenance Scheduler  
Division/Department: HBMD/Public Works Date of Verification: October 05, 2018



**Vendor Reference Verification Form**

Broward County Solicitation No. and Title: BLD2115965B2, Maintenance of Greenways and Miscellaneous Landscaping

Reference for: (Name of Firm) Prestige Property Maintenance, Inc.  
 Organization/Firm Name providing reference: Broward County, WWS  
 Contact Name/Title: Joe Heilman/ Construction Project Manager  
 Contact E-mail: Jheilman@broward.org  
 Contact Phone: (954) 831-0764  
 Name of Referenced Project: Landscape Maintenance  
 Contract No. Y1372201B1  
 Contract Amount: \$1,500,000  
 Date Services Provided: September 27, 2011 - Present  
 (list date range or date services began until "current")

Vendor's role in Project:  Prime Vendor  Sub-consultant/Sub-contractor  
 Would you use this vendor again?  Yes  No If No, please specify in Additional Comments (below).

**Description of services provided by Vendor:**  
**Canal mowing and tree removal**

Please rate your experience with the referenced Vendor:	Needs Improvement	Satisfactory	Excellent	Not Applicable
1. Vendor's Quality of Service				
a. Responsive	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Accuracy	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Deliverables	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Vendor's Organization				
a. Staff expertise	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
b. Professionalism	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
c. Turnover	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
3. Timeliness of:				
a. Project	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
b. Deliverables	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

**Additional Comments: (provide on additional sheet if needed)**  
 Prestige is a competent contractor.

References Checked By  
 Name: Angela Byers Title: Administrative Officer  
 Division/Department: HBMD/Public Works Date of Verification: October 05, 2018