



FORTY NINERS STADIUM MANAGEMENT COMPANY

Date: April 3, 2023

To: Executive Director
Santa Clara Stadium Authority

From: Jenti Vandertuig
Procurement Director

Subject: Recommendation for Award for Landscaping Services for Levi's Stadium

Recommendation

Recommend approval and award an agreement to Gachina Landscape Management (Gachina) to provide landscaping maintenance services for a three-year period, to commence on April 19, 2023 and expire on March 31, 2026, with an option to extend the agreement for two additional one year periods. The amount of the agreement shall not exceed \$68,000 for the first year of the contract. Total compensation, in the aggregate, shall not exceed \$210,000 over the three-year period. The term for subsequent fiscal years shall be conditioned upon approval of the Santa Clara Stadium Authority (SCSA) budget for the applicable fiscal year that includes the amounts due under this contract.

RFP Process

Forty Niners Stadium Management Company LLC (Stadium Manager) provides management services for Levi's Stadium (Stadium) on a continual, year around basis, including overseeing the day-to-day operations and maintenance of the Stadium. Landscaping maintenance services in required through a third party to maintain the Stadium.

On January 8, 2023, Stadium Manager issued Request for Proposals (RFP) to select qualified firms for landscaping maintenance control services for Levi's Stadium. Stadium Manager published the RFP on Bonfire Interactive, Stadium Manager's eProcurement portal <https://49ers.bonfirehub.com/portal/>. In addition to inviting a list of firms on our established supplier list, we also selected suppliers registered on the portal with specific commodity codes offering such services. Proposer on site visits and a question and answer period was included as part of the RFP process. The RFP closed on January 25, 2023 at 3:00 p.m. (PT).

Four proposals were received from the following firms on or before the RFP due date and time:

1. Dinsmore Landscape Company
2. Gachina Landscape Management
3. ABM
4. Prado's Landscaping Inc.

Evaluation Process

An evaluation committee (EC) consisting of subject matter experts was formed. An evaluators' guide outlining the roles and responsibilities of the EC was provided to each EC member to review and execute the following forms to ensure that there was no conflict of interest in evaluating the proposals:

- Proposal Evaluator Guidelines
- Confidentiality Agreement
- Conflict of Interest Disclosure Form

The EC evaluated the proposals utilizing the evaluation criteria as outlined in the RFP. All four firms met the requirements of the RFP. On February 17, 2022 Stadium Manager requested all four proposers to provide cost proposal clarification and respond to the cost allocated as essential and additional services. Pursuant to the receipt of the additional details, individual scores were utilized to compute an "average score," summarized below:

Evaluation Criteria & Maximum Points	Dinsmore	Gachina	ABM	Prado
Proposal Responsiveness	Pass	Pass	Pass	Pass
Experience (35%)	35%	33%	32%	11%
Methodology to Provide Services (35%)	25%	30%	26%	11%
Cost (30%)	24%	30%	9%	12%
Total	84%	93%	67%	33%

Pursuant to the initial evaluation, Stadium Manager conducted BAFO with the highest ranked proposer, Gachina, and was able to negotiate the cost for the three year term. Gachina was determined to be the highest ranking proposer offering best value.

Notice of Intended Award

A notice of intended award (NOIA) was issued on April 3, 2023, announcing Stadium Manager's recommended firm. The RFP process includes a seven-day protest period, which commenced with the issuance of the NOIA.

Budget

The breakdown of costs are as follows for the three year period:

Total not to exceed amount for three years: \$210,000

Year One – 4/19/23 through 3/31/24 - \$68,000

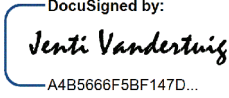
Year Two – 4/1/24 through 3/31/25 - \$70,000

Year Three – 4/1/25 through 3/31/26 - \$72,000

Submission of Post-Award Submittals

Once Stadium Manager receives approval from the SCSA Board, the agreement will be executed by both parties and a copy forwarded to the Board. Supporting documentation has been provided for review and approval.

The cost for this service is covered in the FY23/24 SCSA Budget, Engineering Department budget, as a shared expense.

Submitted By:  Date: 4/3/2023
Jenti Vandertuig, Procurement Director