



FORTY NINERS STADIUM MANAGEMENT COMPANY

Date: October 13, 2023

To: Jōvan Grogan
Executive Director
Santa Clara Stadium Authority

From: Jenti Vandertuig
Procurement Director
Forty Niners Stadium Management Company LLC

Subject: Recommendation for Award for Sod Removal and Related Services at Levi's Stadium

Recommendation

Recommend approval and award an agreement to Colony Landscape and Maintenance, Inc. (Colony) for sod removal and related services at Levi's Stadium for a three-year period, to commence on November 15, 2023 and expire on November 14, 2026, with an option to extend the agreement for two additional one-year periods. The amount of the agreement shall not exceed \$600,000 per contract year one and two and \$620,000 in contract year three. Total compensation, in the aggregate, shall not exceed \$1,820,000 over the three-year period.

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. As part of the recurring maintenance of the playing field at the Stadium, Stadium Manager requires a third party supplier to remove sod to facilitate installation of new sod at the Stadium. There are three to four full field replacements during each calendar year requiring replacement of the entire playing service totaling approximately 82,000 square feet.

On September 27, 2023, Stadium Manager issued Request for Proposals (RFP) to select qualified firms for sod removal and related services at 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 sod removal services.

One proposal was received from the following firm on or before the RFP due date and time:

1. Colony Landscape and Maintenance, Inc.

Evaluation Process

The proposal was evaluated utilizing the evaluation criteria as outlined in the RFP. Colony met the requirements of the RFP submissions. The scoring is summarized below:

Evaluation Criteria and Maximum Points	Colony Landscape
Proposal Responsiveness	Pass
Experience (40%)	35%
Methodology to Provide the Required Services (40%)	35%
Cost (20%)	20%
Total	90%

Pursuant to the initial evaluation, Stadium Manager requested Colony to provide cost for the three year term which was provided as requested as an update to the cost proposal. Colony will maintain pricing for contract year one and two with a 3% increase in cost for contract year three. In the event the Stadium Manager exercises the option to extend the agreement to contract year four and five, Colony will maintain pricing for year four and a 3% cost increase in year five. Colony was determined to be within the competitive range in each of the evaluation criterion.

While Stadium Manager reached out to a number of potential suppliers providing sod removal and related services as required, it is not generally offered by many providers. It was beneficial for Stadium Manager to open the field for competition and test the market with an understanding that prevailing wages apply for this type of trade.

Notice of Intended Award

A notice of intended award (NOIA) was issued on October 13, 2023, announcing Stadium Manager's recommended firm. The RFP process includes a seven-day protest period, which commenced with the issuance of the NOIA. At the time of this submission the protest period is still in effect. This recommendation has been submitted in advance to meet the timeline for submission for the November 14, 2024 SCSA Board meeting. In the event there is a protest, this recommendation will be rescinded and the protest addressed accordingly.

Submission of Post-Award Submittals

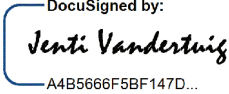
Once Stadium Manager receives approval from the SCSA Board, the agreement will be executed by both parties and a copy forwarded to the Board. Supporting documentation has been provided for review and approval.

Budget

Total not to exceed amount for three years: \$1,820,000. The breakdown of costs are as follows for the three-year period:

Year One – 11/15/23 through 11/14/24 - \$600,000
Year Two – 11/15/24 through 11/14/25 - \$600,000
Year Three – 11/15/25 through 11/14/26 - \$620,000

The cost for this service is covered in the Groundskeeping Department budget, as a shared expense with a 70/30 split, with the SCSA's cost at 30%.

Submitted By:  Date: 10/25/2023
Jenti Vandertuig, Procurement Director