

## City Council – Action Request Form

**Date:** March 13, 2023

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**To:** Mayor, Mayor Pro Tempore, and Members of the City Council

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**From:** Johnnie Taylor, Assistant City Manager  
Helen Peplowski, Director of Sustainability

**Council Action Requested:**  
Resolution Awarding a Contract for the Kimberley Park Hydroponic Farm Management to H.O.P.E. of Winston-Salem, Inc.

**Strategic Focus Area:** Livable Neighborhoods  
**Strategic Objective:** Expand Access to Healthy Food Options  
**Strategic Plan Action Item:** No  
**Key Work Item:** Yes



**Summary of Information:**

The Office of Sustainability has completed review of the bids received through the rebid process for the management of the Kimberley Park Hydroponic Farm. This project was rebid after the initial bid process during the fall of 2022 led to no bidder being selected for the project.

The scope of work requested that proposers consider planning for all administrative functions, education outreach efforts, and operational functions of the greenhouse. It was also expected that submissions emphasize the inclusion of and outreach to residents in the surrounding food deserts, who are typically low-income and minority households.

Eight vendors attended the advertised on-site, mandatory pre-bid meeting on December 19, 2022. Two bids were received on January 11, 2023, from the following businesses: H.O.P.E. of Winston-Salem, Inc. and Sol Food Urban Farm, both located in Winston-Salem. An evaluation panel of four staff members from the Office of Sustainability, Vegetation Management and Operations reviewed the proposals. See Exhibit B for scoring details.

Upon review, staff recommends that the contract be awarded to H.O.P.E. of Winston-Salem, Inc. in the initial contract amount of \$537,788.38. Terms of the RFP specify an initial contract period of two years and reserve the right for the City to extend the contract for up to one additional year.

**Committee Action:**

<b>Committee</b>	<u>CDHGG 3/13 &amp; FIN 3/14</u>	<b>Action</b>	<u>Approval</u>
<b>For</b>	<u>3</u>	<b>Against</b>	<u>1-Council Member Clark</u>

**Remarks:** Both Committees passed with a 3 – 1 vote.

M/WBE comment: This project was advertised on the City and State websites and sent directly to 42 businesses. Notifications were sent to all local M/WBE and regional HUB businesses on a bi-weekly basis. See Exhibit A for a complete list of businesses that were notified about the bidding opportunity and the selected bidder's Workplace Demographics form.