



## Legislation Text

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**File #:** 16-137, **Version:** 1

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*Report Prepared by: Michael Miller, Public Works Manager, Tax Services*

**SUBJECT:** Request for Proposal - Award Landscape Maintenance Services Agreement

### REPORT IN BRIEF

Council consider approval of professional services agreement with Yard Masters, Incorporated for landscape maintenance services.

### RECOMMENDATION

**City Council** - Adopt a motion:

A. Approving a professional services agreement with Yard Masters, Incorporated, located in Merced, CA, to provide landscape maintenance services for two years, with an option to renew for a maximum of (3) three additional one-year periods, effective July 1, 2016, in the amount of \$557,160 annually (subject to approval of the Fiscal Year 2016/2017 budget); and,

B. Authorizing the City Manager to sign the necessary documents and execute future contract amendments.

### ALTERNATIVES

1. Approve as recommended by the Public Works Director; or,
2. Refer back to staff for further study; or,
3. Deny.

### AUTHORITY

Professional Contractual services with an estimated value greater than \$25,000, are made by written contract in accordance with Merced Municipal Code, "Title 3-Revenue and Finance, Chapter 3.04-Purchasing System, Article III-Purchases Over Twenty Five Thousand Dollars, Section 3.04-120-Written Contracts."

### DISCUSSION

The Public Works Department recently invited proposals to provide quality, cost-effective landscape maintenance services to the various Community Facilities Districts, Maintenance Districts, street-center medians, water well sites, park strips, and other City-owned landscaped areas throughout the community.

In selecting a service provider staff was not complacent in accepting the lowest proposal received. Although costs were a high priority, the following criteria were viewed as equally important, just to name a few:

Experience, especially with providing high quality landscape service to Maintenance Districts, open park spaces, and sensitive work locations;

Ability to integrate “Green” practices to promote and support healthy, natural processes within existing ecosystems to minimize potential damage to the environment;

Knowledge of safety practices in high vehicle traffic areas;

Previous work quality;

Responsiveness to budget issues;

References.

In addition, staff was looking for a company that could provide a full range of services to include supervision of staff, comprehensive weed, disease, and pest control programs, as well as irrigation management and repair (Please see Attachment #1).

The Following three proposals were received on January 29, 2016:

<b>Proposers:</b>	<b>Prevailing Wage Costs:</b>	<b>Non-Prevailing Wage Costs:</b>
Yard Masters, Inc	\$557,160	\$514,560
Grover Landscape	\$771,240	\$771,240
Ray's Gardening	\$5,058,576	\$2,529,288

After careful consideration, staff recommends Yard Masters, Inc., as the provider that can meet the City's landscape maintenance requirements at the lowest costs. We have utilized their services for many years on numerous projects. They continue to be dependable and cost conscientious, while providing a healthy, well-maintained landscaped environment throughout our community.

The contract will be for a period of two-years, commencing on July 1, 2016 and ending on June 30, 2018. The City shall have the option of renewing the agreement for three additional one-year periods, ending on June 30, 2021.

Increases in compensation for the three year extension period will be determined by the United States Department of Labor, Bureau of Labor Statistics Consumer Price Index-All Urban Consumers West. At no time will the compensation amount fall below the previous year's contract amount. The base month and year for calculating CPI adjustments will be January 1, 2018, and ending each succeeding year thereafter. At no time will the CIP increase exceed 5%.

## **IMPACT ON CITY RESOURCES**

The City's Finance Department has confirmed funding is available in the Fiscal Year 2016/2017 budget for this agreement.

The City Attorney's office has prepared the Professional Services Agreement for your review and approval (Please see Attachment).

## **ATTACHMENTS**

1. Scope of Services
2. Agreement for Landscape Maintenance Services