



STAFF REPORT TO THE CITY COUNCIL

DATE: Regular Meeting of June 27, 2017

TO: The Mayor and Members of the City Council

SUBMITTED BY: Michael Roberts, Public Works Director/City Engineer

SUBJECT: Award of Annual Landscape Maintenance Contracts for the City's Lighting and Landscaping Assessment Districts and the Hercules Transit Center

RECOMMENDED ACTION:

Adopt a Resolution authorizing the City Manager to execute annual landscape maintenance contracts with:

- a. Pacific Site Management for Citywide Landscaping and Lighting Assessment District No. 83-2 for an amount of \$332,898, Victoria By The Bay Landscaping and Lighting Assessment District No. 2002-1 for an amount of \$135,911, Hercules Village (Promenade) Landscaping and Lighting Assessment District No. 2002-2 for an amount of \$45,302, Baywood Landscaping and Lighting Assessment District No. 2004-1 for an amount of \$34,196, and the Hercules Transit Center for an amount of \$13,273.
- b. New Image Landscape Company for Bayside Landscaping and Lighting Assessment District No. 2005-1 for an amount of \$18,500.

COMMISSION/SUBCOMMITTEE ACTION AND RECOMMENDATION:

This agenda item was not scheduled for review by a commission or subcommittee.

FISCAL IMPACT OF RECOMMENDATION:

The combined proposed annual maintenance contracts total \$580,080 and include 3 additional facilities: the new segment of Bay Trail north of the future train station and the new Creekside Trail overlooking Refugio Creek which were both constructed as part of a phase of the Regional Intermodal Transit Center, plus the Hercules Transit Center located off of Willow Avenue. These 3 facilities are estimated to cost approximately \$93,000 to maintain over the year contract period.

The current combined annual maintenance contracts total \$400,848 based upon the 2015 bids (this includes using Pacific Site Management's bid amounts for Citywide District 83-2 and Baywood

District 2004-1 because the low bidder Rubicon underbid the work and ultimately opted out of the contract). If the \$93,000 for the new facilities is deducted from the current 2017 bid amount of \$580,080, the resultant \$487,080 can be compared to the 2015 total bid amount of \$400,848. Based upon this comparison, the combined annual maintenance costs have increased approximately 11% each of the past 2 years, from 2015-16 to 2016-17. Virtually all of the increases are in the 4 newer districts which have adequate revenue to cover the costs. District 83-2, including the zones with structural deficits, is not affected by the increase.

DISCUSSION:

The request for proposals for contract landscaping services for the City's 5 lighting and landscaping districts were advertised on May 30, 2017, a mandatory pre-proposal meeting was conducted on June 6 and attended by 4 contractors, and a total of 2 proposals were received and opened on June 19 (See Exhibit 1). Pacific Site Management submitted the low bid for Victoria By the Bay, Bayside, Hercules Village (Promenade), Baywood and the Hercules Transit Center. New Image Landscape Company submitted the low bid for Bayside.

Pacific Site Management, formerly D&H, is the current provider and performs at a high level. New Image Landscape Company is located in Benicia, has been in business for over 20 years, and performs work for other public agencies.

Based upon an evaluation of their proposals and work history, staff is recommending the annual landscaping and lighting maintenance contracts be awarded to Pacific Site Management and New Image Landscape Company as detailed in the "Recommended Action" of this staff report.

Lastly, it should be noted that the landscaping contracts were initially advertised this April for FY 17-18. The specifications were changed at that time to require the contractors to maintain trees up to 50 feet high versus 30 feet previously. This change was made to address concerns from residents about the level of service provided on larger trees. One bid was received from Pacific Site Management that staff considered too costly, so that bid was rejected and the services were re-bid, with tree maintenance on larger trees to be bid on an as needed basis.

ATTACHMENTS:

1. Resolution
2. Bid Results

Financial Impact

Description:

Annual landscaping maintenance contracts for a total expenditure amount of \$580,080.

Funding Source: Landscaping and Lighting funds

Account Number:	LLAD 83-2	\$332,898	220-various-613-20-01
	LLAD 2002-1	\$ 135,911	221-5421-613-20-01
	LLAD 2002-2	\$ 45,302	222-5422-613-20-01
	LLAD 2004-1	\$ 34,196	223-5423-613-20-01
	LLAD 2005-1	\$ 18,500	224-5410-613-20-01
	Her Tran Cntr	\$ 13,273	601-3005-611.90-00

Budget Recap:

Total Estimated cost:	\$580,080	New Revenue:	\$
Amount Budgeted:	\$580,080	Lost Revenue:	\$
New funding required:	\$	New Personnel:	\$
Council Policy Change:	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>		