



Agenda Report

MEETING DATE: Tuesday, December 12, 2023

TO: City Council

FROM: PARKS & COMMUNITY SERVICES DIRECTOR CALUBAQUIB
PARKS & COMMUNITY SERVICES SUPERINTENDENT MEDINA

THROUGH: CITY MANAGER MENDEZ

SUBJECT: AWARD CONTRACT FOR 2023-2026 LANDSCAPE
MAINTENANCE SERVICES FOR THE PARKS AND
COMMUNITY SERVICES DEPARTMENT, IN AN AMOUNT NOT
TO EXCEED \$223,058 PER YEAR

RECOMMENDED ACTION:

Staff recommends that the City Council adopt a resolution awarding a bid for landscape services with K&D Landscaping, Inc., for an initial three-year period with the option to extend an additional two-year term, commencing December 18, 2023, in an amount not to exceed \$223,058 per year, and authorizing and directing the City Manager to execute the same.

BACKGROUND:

On March 22, 2023, the City requested proposals from fully licensed and insured landscaping companies to enter into an agreement with the City to assist with the landscape maintenance of various locations throughout the City. The proposal was organized to include the following functional areas:

- Parks & Community Services (Group 1)
- Parks- Add Alternates (Group 2)
- Public Works & Utilities (Group 3)
- City Airport Facilities (Group 4)

Currently there are multiple arrangements for landscaping services in these areas, some are performed by City staff and others through contract services. The purpose of the RFP was to facilitate consistent services and consolidate vendors. The RFP specifically stated that interested vendors could submit qualifications and bid pricing for one, some or all the groups listed above, and that the City could elect to award one or more groups to different vendors based on the selection criteria provided in the RFP.

DISCUSSION

On May 5, 2023, at 4:00 p.m., the City received the following bids for the all sites listed in the Request for Proposals (Table 1). After staff review, it is recommended that K&D Landscaping, Inc. be awarded a contract to provide landscape services for the Parks and Community Services Department being the lowest bid (\$536,725) received for groups 1 and 2. The Public Works Department brought award of their respective group or groups to Council under a separate, prior agenda item.

Table 1: Citywide Bid Amounts

DEPARTMENT GROUP	ANNUAL BID AMOUNT	VENDOR	AWARD
<i>Parks & Community Services-Group 1</i>	<i>\$ 262,544</i>	<i>K&D Landscaping Co.</i>	<i>Lowest Bid</i>
Parks & Community Services-Group 1	\$ 1,060,404	New Image Co.	
<i>Parks & Community Services-Group 2</i>	<i>\$ 274,180</i>	<i>K&D Landscaping Co.</i>	<i>Lowest Bid</i>
Parks & Community Services-Group 2	\$ 934,224	New Image Co.	
Public Works & Utilities-Group 3	\$ 215,690.00	K&D Landscaping Co.	
Public Works & Utilities-Group 3	\$ 129,774.00	New Image Co.	<i>Lowest Bid</i>
Airport Facility-Group 4	\$ 10,074.00	New Image Co.	<i>Lowest Bid</i>
Airport Facility-Group 4	\$ 27,232.00	K&D Landscaping Co.	

After further review of the original bids received, the Parks & Community Services Department chose a final scope of work consistent with the budget and maintenance priorities. The revised total costs are reflected in Table 2.

Table 2: Parks Department Final Bid Amounts

DEPARTMENT GROUP	ANNUAL BID AMOUNT	VENDOR
<i>Parks & Community Services-Group 1</i>	<i>\$180,242</i>	<i>K&D Landscaping Co.</i>
<i>Parks & Community Services-Group 2</i>	<i>\$42,816</i>	<i>K&D Landscaping Co.</i>

STRATEGIC PLAN:

This action is consistent with the following priorities:

- 2-Infrastructure & Environment
- 5-Public Safety
- 6-Community Engagement & Well-Being
- 7-Efficient and High Performing Government

FINANCIAL IMPACT:

The total annual cost for landscaping services is estimated to be approximately \$223,058 for the period beginning December 18, 2023. The cost for this contract is included in the adopted Parks and Community Services budget and will be charged to the following accounts:

- 0201-801-7361 (\$100,000)
- 150-680-7361 (\$98,118)
- 354-958-7361 (\$23,940)

ALTERNATIVE ACTION:

The Council can choose not to award the contract and keep the landscape areas as maintained by the Parks Division staff and various contractors. This is not recommended as Parks Division staff's specialized skills have the greatest impact when utilized within City Parks.

ATTACHMENTS AND/OR REFERENCES (If any):

None.