

# City of Sacramento

## Legislation Text

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**File #:** 2018-01628, **Version:** 1

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**Title:**

**Non-Professional Services Agreement: Maintenance of Non-Landscaped Medians**

File ID: 2018-01628

**Location:** Citywide

**Recommendation:**

Pass a Motion authorizing the City Manager or the City Manager's designee to: 1) execute an initial one-year non-professional services agreement for maintenance of non-landscaped medians with Custom Agronomic Solutions, Inc., for an amount not-to-exceed \$81,500; and 2) exercise options to extend the agreement for up to two additional one-year terms, with the total amount not-to-exceed \$250,500, provided there is sufficient funding available in the adopted budgets for the applicable fiscal years.

**Contact:** Sheryl Farinias, Program Specialist, (916) 808-4959; Juan Montanez, Streets Manager, (916) 808-2254, Department of Public Works

**Presenter:** None

**Attachments:**

1-Description/Analysis

2- Non-Professional Services Agreement

**Description/Analysis**

**Issue Detail:** The Maintenance Services Division of the Department of Public Works maintains non-landscaped medians on an ongoing basis. City Council approval is necessary to award a non-professional services agreement to Custom Agronomic Solutions, Inc.

**Policy Considerations:** The recommendations in this report are consistent with Sacramento City Code Section 3.56 - Purchasing of Supplies and Services, and Administrative Policy 4101 - Procurement of Non-Professional Services.

**Economic Impacts:** None

**Environmental Considerations:**

**California Environmental Quality Act (CEQA):** Under the California Environmental Quality Act (CEQA) Guidelines section 15301(h), maintenance of existing landscaping is exempt from environmental review.

**Sustainability:** The streetscape maintenance services received under this contract will support the goals of the City of Sacramento's Sustainability Master Plan by improving and optimizing the transportation infrastructure.

**Commission/Committee Action:** None

**Rationale for Recommendation:** In October 2018, Invitation for Bid B19151681015 was issued for maintenance of non-landscaped medians. Three responsive and responsible bids were received.

Based upon the results of the bid analysis below, staff recommends award of a one-year non-professional services agreement, with two optional one-year extensions to Custom Agronomic Solutions, Inc., the lowest responsive and responsible bidder.

The total amount of the agreement, \$250,500, includes \$4,500 for additional maintenance and repairs not included in the agreement's scope of work. The amount is based upon the amount of additional work typically required to address maintenance and repairs.

<b>B19151681015 -- MAINTENANCE OF NON-LANDSCAPED MEDIANS</b>			
<b>Bid Item</b>	<b>Custom Agronomic Solutions</b>	<b>Roush Landscape Services</b>	<b>Parker Landscape Development</b>
First Year Maintenance	\$80,000.00	\$95,000.00	\$122,656.00
First Year Crew Repairs	\$1,500.00	\$1,350.00	\$2,400.00
Second Year Maintenance	\$83,000.00	\$95,000.00	\$122,656.00
Second Year Crew Repairs	\$1,500.00	\$1,350.00	\$2,400.00
Third Year Maintenance	\$83,000.00	\$95,000.00	\$122,656.00
Third Year Crew Repairs	\$1,500.00	\$1,350.00	\$2,400.00
<b>Bid Total</b>	<b>\$250,500.00</b>	<b>\$289,050.00</b>	<b>\$375,168.00</b>
Prompt Payment Discount	\$0.00	\$0.00	\$0.00
<b>Bid Evaluation Total</b>	<b>\$250,500.00</b>	<b>\$289,050.00</b>	<b>\$375,168.00</b>

**Financial Considerations:** The initial one-year non-professional services agreement is for an amount not-to-exceed \$81,500. The total not-to-exceed amount of the non-professional services agreement, with two optional one-year extensions, is \$250,500.

Streetscape maintenance contracts are primarily funded by fees from the Citywide Landscaping & Lighting (L&L) District and 15 special districts. Maintenance of non-landscapes medians is funded entirely with the L&L Fund (Fund 2232).

There is sufficient funding available in the Fiscal Year (FY) 2018/19 Department of Public Works, Maintenance Services Division operating budget to support the projected maintenance requirements for FY2018/19. Extensions of the contract in succeeding fiscal years shall be subject to funding availability in the adopted budgets for the applicable fiscal years.

**Local Business Enterprise (LBE):** Custom Agronomic Solutions, Inc. is an LBE.