

# City of Sacramento

## Legislation Text

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**File #:** 2019-00111, **Version:** 1

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**Title:**

**Non-Professional Services Agreement: South East Commerce Streetscapes Maintenance**

File ID: 2019-00111

**Location:** District 1

**Recommendation:**

Pass a Motion: 1) awarding an initial one-year non-professional services agreement for the maintenance of the South East Commerce Streetscapes to Roush Landscape Services for a not-to-exceed amount of \$55,650 with options to extend the agreement for up to two additional one-year terms, with the total amount not to exceed \$166,950; and 2) authorizing the City Manager or the City Manager's designee to execute an initial one-year non-professional services agreement for the maintenance of the South East Commerce Streetscapes with Roush Landscape Services for an amount not-to-exceed \$55,650 and to exercise options to extend the agreement for up to two additional one-year terms, with the total amount not-to-exceed \$166,950, 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 has an ongoing need to maintain the landscaping along transportation corridors within the City of Sacramento. City Council approval is necessary to award a non-professional services agreement to Roush Landscape Services.

**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. Further, maintenance of streetscapes contributes to the quality of life by promoting "greening" within the City.

**Commission/Committee Action:** None

**Rationale for Recommendation:** In July 2018, Invitation for Bid No. B19151681017 was issued for streetscape maintenance services for the South East Commerce Streetscapes. Three responsive and responsible bids were received, one of which was subsequently withdrawn. A fourth bid was Non-Responsive.

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 Roush Landscape Services, the lowest responsive and responsible bidder.

The total amount of the agreement, \$166,950, includes \$15,750 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 damage caused by vandalism, pest infestations, unseasonably high or low temperatures, and other unforeseen causes.

**B19151681017, South East Commerce Streetscapes Maintenance**

Bid item	Roush Landscape	Parker Landscape	New Image Landscape	Valley Landscapes
Maintenance, First Year	\$50,400.00	\$60,000.00		
Crew Rates, First Year	5,250.00	8,380.00		
Maintenance, Second Year	50,400.00	60,000.00		
Crew Rates, Second Year	5,250.00	8,380.00		

Maintenance, Third Year	50,400.00	60,000.00		
Crew Rates, Third Year	5,250.00	8,380.00		
<b>Bid Total</b>	<b>\$166,950.00</b>	<b>\$205,140.00</b>	WITHDRAWN	NON-RESPONSIVE*
Prompt Pay Discount	\$0.00	\$0.00		
<b>Bid Evaluation Total</b>	<b>\$166,950.00</b>	<b>\$205,140.00</b>		

\*The bid submitted by Valley Landscapes was Non-Responsive, due to their failure to properly complete the Crew Rates /Extra Work price page.

**Financial Considerations:** The initial one-year non-professional services agreement is for an amount not-to-exceed \$55,650. The total not-to-exceed amount of the non-professional services agreement, with two optional one-year extensions, is \$166,950.

Streetscapes maintenance contracts are primarily funded by fees from the Citywide Landscaping and Lighting District (L&L) and 15 special districts. Maintenance of the South East Commerce Streetscapes is funded 40% by the North Natomas Community Facilities District No. 3 (Fund 2230), 20% by the North Natomas Neighborhood Landscaping District (Fund 2227), and 40% by the L&L (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):** Roush Landscape Services is an LBE.