

# City of Sacramento

## Legislation Text

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**File #:** 2019-01373, **Version:** 1

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**Title:**

**Non-Professional Services Agreement: Brookfield Streetscapes Maintenance**

**File ID:** 2019-01373

**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 Brookfield Streetscapes Maintenance with Azevedo's Landscape and Maintenance, for an amount not-to-exceed \$68,790; and 2) exercise options to extend the agreement for up to two additional one-year terms, with the total amount not-to-exceed \$212,790, 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 manages the streetscapes maintenance on Brookfield on an ongoing basis. City Council approval is necessary to award a Non-Professional Services Agreement to Azevedo's Landscape and Maintenance for streetscapes maintenance of Brookfield.

**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:** Not applicable

**Commission/Committee Action:** None

**Rationale for Recommendation:** In August 2019, Invitation for Bid EV00000066 was issued to procure streetscapes maintenance for Brookfield. 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 Azevedo's Landscape and Maintenance, the lowest responsive and responsible bidder.

**EV00000066**  
**Brookfield Streetscapes Maintenance**

<u>Bid Item</u>	<u>Azevedo's Landscape and Maintenance</u>	<u>New Image Landscape Services</u>	<u>Parker Landscape Development</u>
First Year Maintenance	\$63,240.00	\$110,640.00	\$110,040.00
First Year Extra Work	\$5,550.00	\$8,149.00	\$7,550.00
Second Year Maintenance	\$65,400.00	\$112,852.80	\$110,040.00
Second Year Extra Work	\$5,550.00	\$8,312.29	\$7,550.00
Third Year Maintenance	\$67,500.00	\$115,109.86	\$110,040.00
Third Year Extra Work	\$5,550.00	\$8,478.53	\$7,550.00
<b>Bid Total</b>	<b>\$212,790.00</b>	<b>\$363,542.48</b>	<b>\$352,770.00</b>
Prompt Pay Discount	\$0.00	\$0.00	\$0.00
<b>Bid Evaluation Total</b>	<b>\$212,790.00</b>	<b>\$363,542.48</b>	<b>\$352,770.00</b>

The total amount of the agreement, \$212,790, includes a \$16,650 contingency for additional work not included in the current agreement's scope of work. The amount is based upon the amount of additional work required to address growth caused by extended growing seasons and other unforeseen causes.

**Financial Considerations:** The amount of the initial one-year agreement will not exceed \$68,790. The total amount of the agreement, with two optional one-year extensions, will not exceed \$212,790.

Streetscapes maintenance services are funded primarily by fees from the Citywide Landscaping & Lighting District (L&L) and 15 special districts. Maintenance of Brookfield Streetscapes is funded 30% by the Subdivision Landscaping Maintenance District (Fund 2205), 10% by the Neighborhood Water Quality District (Fund 2226), and 60% by L&L (Fund 2232).

There is sufficient funding available in the Fiscal Year (FY) 2019/20 Department of Public Works, Maintenance Services Division operating budget to support the projected maintenance requirements for FY2019/20. 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):** Azevedo's Landscape and Maintenance is an LBE.