



Legislation Text

File #: 16-055, **Version:** 1

Staff Report for Resolution Authorizing the City Manager to Execute a Non-Professional Services Agreement with Pacheco Brothers Gardening, Inc. for Citywide Landscape Maintenance for \$201,848

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council authorize the City Manager to execute a Non-Professional Services Agreement with Pacheco Brothers Gardening, Inc. to provide monthly landscape maintenance services at City facilities.

BACKGROUND

On August 31, 2015, the Public Works Department issued Request for Proposals (RFP) 55025 for citywide landscape maintenance. Five firms submitted proposals deemed responsive to the RFP. After review by a committee of internal staff, the five proposals were ranked according to points awarded for the following criteria: adherence to requirements of the RFP (10 points); qualifications, technical competency and similar experience (20 points); total cost proposal for monthly service (25 points); completeness of an operations plan (25 points); references from other local agencies (10 points); and the company's financial condition (10 points). Total scores varied from a low of 61 to a high of 85 points out of 100. Pacheco Brothers Gardening, Inc., a Hayward-based firm, was the firm with the highest score and the second lowest bid price. Pacheco Brothers Gardening, Inc. was previously awarded the contract and is currently providing the service on a month-to-month basis until award of the new contract.

Analysis

If authorized, the contractor will provide service effective March 1, 2016 for the monthly bid price of \$12,374. On July 1, the contract price will increase by 2.6% to \$12,696 per month to reflect the increased cost requirement of the Living Wage Ordinance. Services include landscape maintenance at various City facility sites including City Hall; City libraries, fire stations, and community centers; and the shoreline area. Services include mowing, plant trimming, irrigation monitoring and repair, litter abatement, and weed abatement. The contract will extend through June 30, 2017, with the option for the City to extend the contract annually for four additional years by contract amendment.

Fiscal Impacts

This multi-fund service contract will cost \$201,848, which includes \$49,496 in contract costs for FY 2015-16, and \$152,352 in contract costs for FY 2016-17. The current budget covers these costs and we've requested additional funding as part of the mid-cycle adjustment for FY 2016-17. The FY 2016-17 contract price includes a 2.6% increase since the contractor is subject to the Living Wage Ordinance. Services are funded by the General Fund, Heron Bay Fund, and Shoreline Fund.

Budget Authority

Staff will request a purchase order for \$49,496 for FY 2015-16 for account 010-62-001-5340 (49%), 147-42-142-5340 (26%), and 597-57-003-5340 (25%). There is sufficient budget in the account for the contract. In June, staff will request a purchase order for \$152,352 for FY 2016-17.

ATTACHMENT

Attachment to Resoluiton

- Non-Professional Services Agreement between the City of San Leandro and Pacheco Brothers Gardening, Inc. for Citywide Landscape Maintenance

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