



## Legislation Details (With Text)

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**Title:** Staff Report for Resolution Authorizing the City Manager to Execute Amendment No. 1 to Non-Professional Services Agreement with Pacheco Brothers Gardening, Inc. for Citywide Landscape Maintenance for \$166,924

**Sponsors:** Debbie Pollart

**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
9/5/2017	1	City Council	Received and Filed	Pass

Staff Report for Resolution Authorizing the City Manager to Execute Amendment No. 1 to Non-Professional Services Agreement with Pacheco Brothers Gardening, Inc. for Citywide Landscape Maintenance for \$166,924

## SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council authorize the City Manager to execute Amendment No. 1 to 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 and Pacheco Brothers Gardening, Inc., a Hayward-based firm, was selected based on the firm's highest score and the second lowest bid price. The City entered into contract with Pacheco Brothers Gardening, Inc. on March 1, 2016.

## Analysis

If authorized, the existing contract will be extended for the 2017-18 fiscal year for the monthly price of \$13,077. The new contract price reflects a 3% increase over the prior year. In addition, the contract includes \$10,000 for the year for additional planting services not covered by the contract. The additional planting services are needed due to plant loss caused by an extended period of drought. Contract services include landscape maintenance at various City facility sites including City Hall; City libraries, fire stations, and community centers; and the shoreline area. Services also include mowing,

plant trimming, irrigation monitoring and repair, litter abatement, and weed abatement. The contract will extend through June 30, 2018, with the option for the City to extend the contract annually for three additional years by contract amendment.

### **Previous Actions**

- Resolution 2016-024 Authorizing the City Manager to Execute a Non-Professional Services Agreement with Pacheco Brothers Gardening, Inc. for Citywide Landscape Maintenance

### **Fiscal Impacts**

This multi-fund service contract will cost \$166,924. The FY 2017-18 contract price includes \$13,077 per month plus an additional \$10,000 per year for additional planting services. The FY 2017-18 contract price also includes a 3% increase over the prior fiscal year. Services are funded by the General Fund, Heron Bay Fund, and Shoreline Fund.

### **Budget Authority**

Staff will request a purchase order for \$166,924 for FY 2017-18 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.

### **ATTACHMENT(S)**

#### **Attachment(s) to Related Legislative Files**

- Attached to Resolution:
  - Amendment No. 1 to Non-Professional Services Agreement between the City of San Leandro and Pacheco Brothers Gardening, Inc. for Citywide Landscape Maintenance

**PREPARED BY:** Jennifer Auletta, Deputy Director, Public Works Department