

City of Culver City, California
City Council Agenda Item Report

Meeting Date: <u>06/22/09</u>	Item Number: <u>C-11</u>
AGENDA ITEM: (1) Reject all Bids Related to Bid #1408 (Landscape Maintenance Services); and, (2) Approve a Professional Services Agreement with Marina Landscape for Landscape Maintenance Services for the Two Year Period July 1, 2009 – June 30, 2011.	
Contact Person/Dept.: Patrick Reynolds, Phone Number: (310) 253-6471 Parks Manager	
Fiscal Impact: Yes ☒ No ☐	General Fund: Yes ☒ No ☐
Public Hearing: ☐	Action Item: ☒ Attachments: ☒
Public Notification: Master E-Mail Notification List (06/17/09); Marina Landscape (06/18/09).	
Department Approval: Bill La Pointe (by P. Mooney) (06/11/09)	City Attorney Approval: Carol Schwab (by H. Baker) (06/18/09)
Chief Financial Officer Approval: Jeff Muir (by M. Noller) (06/17/09)	City Manager Approval: Mark Scott (06/18/09)

RECOMMENDATION:

Staff recommends the City Council (1) reject all bids related to Bid #1408 (Landscape Maintenance Services) and, (2) approve a professional services agreement with Marina Landscape for landscape maintenance services for the two year period, July 1, 2009 – June 30, 2011.

BACKGROUND:

In July 2004, after a competitive bid process, the City entered into a professional services agreement with Proscape Landscape to provide landscape maintenance services for the City's parks, medians, public facilities, and streetscape areas. This two-year contract expired June 30, 2006 and was then extended for a one year period. On April 9, 2007 the City Council authorized staff to advertise for bids for landscape maintenance services. The response to the bid proposal was deemed unsatisfactory and, therefore, the item did not go before City Council for an award of contract at that time. Instead, Proscape continued to provide landscape maintenance services on a month to month basis until March 2008, when the company decided to terminate its contract with the City. Since that time the Parks Division has relied on City-staff and temporary employees to care for the areas which Proscape previously maintained including:

- City Hall, Fire Station #1, Police Station, downtown streetscape and parking lots;
- Ballona Creek, Studio Estates, and Higuera Street Landscape Maintenance Districts; and
- Various City-wide landscape areas including the Armory, Culver Boulevard Bikeway, Hayden Avenue Tree Planters, Ocean Drive (CCHS Bridge Approach),

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Public Services Building, Sanitation Transfer Station, Culver City sign slope, Japanese Garden, Transportation Facility, Senior Center, sewer lift stations, parkways, strips and cul-de-sacs and median islands.

DISCUSSION:

Although not required, a formal bid process was initiated for these services and from January 15, 2009 through February 19, 2009, requests for bids were solicited from private contractors providing median and Landscape Maintenance District landscape services (Bid Proposal #1408). A detailed summary of the bid proposals received through this process is provided as Attachment 1. The table below shows the total bid amount submitted by each of the eight (8) landscape maintenance services firms that responded to the Request for Bids:

Contractor	Total Bid Amount: All Services, Two-Years
1. Merchants Landscape Services, Inc.	\$ 281,877.00
2. Marina Landscape	\$ 308,904.00
3. Mariposa Landscapes, Inc.	\$ 356,472.00
4. Bennett Landscape	\$ 394,009.00
5. Azteca Landscape	\$ 423,800.00
6. Oakridge Landscape, Inc.	\$ 452,677.42
7. American Heritage Landscape	\$ 545,302.00
8. Tropical Creations	\$ 768,500.00

Staff reviewed the bid proposal from the lowest bidder, Merchants Landscape Services, Inc., and evaluated the quality of the company's work through reference checks and physical inspections by City staff. References, provided by the bidder, were made up of other municipalities. Based upon the information available, it is Staff's opinion the City's best interest is not served in this case by awarding the contract to the lowest bidder and, therefore, recommends the City Council reject all bids pursuant to provisions of the City's Charter.

Should the Council elect to reject all bids, staff would recommend it approve a professional services agreement with Marina Landscape. Staff has received positive references from each of the cities for which Marina Landscape provided services. All reports and physical inspections of Marina Landscape's work product showed them to be professional, detail oriented, properly supervised and above industry standards. Is it Staff opinion Mariana Landscape is most able to meet the project specifications. Per Culver City Municipal Code Section 3.07.070.A, the award of a contract for personal or professional services is exempt from the formal bid process.

FISCAL ANALYSIS:

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In the proposed Fiscal Year 2009-10/2010-2011 budget, PRCS Parks Division has requested that \$154,452 be appropriated annually to 10133100.619800 (Parks Division – Other Contractual Services) for landscape maintenance services. The Marina Landscape contract amount is \$308,904 for two years, or \$154,452 per year. Therefore, if the Parks Division's proposed budget for landscape maintenance services is approved by the City Council during the budget process, there will be sufficient funds to enter into this agreement.

ATTACHMENTS:

Summary of Proposals for Landscape Maintenance Services

MOTION:

That the City Council:

1. Reject all bids related to Bid #1408 (Landscape Maintenance Services); and
2. Approve a professional services agreement with Marina Landscape to provide landscape maintenance services for the two year period July 1, 2009 – June 30, 2011; and
3. Authorize the City Attorney to review/prepare the necessary documents; and
4. Authorize the City Manager to execute such documents on behalf of the City.