

City of Culver City, California
City Council Agenda Item Report

Meeting Date: 04/09/07		Item Number: <u>C-6</u>	
AGENDA ITEM: Authorize Staff to Advertise for Bids for Landscape Maintenance Services.			
Contact Person/Dept.: Glen Islas, Acting Parks Manager		Phone Number: (310) 253-6457	
Fiscal Impact: Yes ☐ No ☒		General Fund: Yes ☐ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☒	
Public Notification: Master Notification List (04/04/07)			
Department Approval: Bill La Pointe 3/26/07		City Attorney Approval: Carol Schwab (by H. Iker) (04/02/07)	
City Controller Approval: Marlee Chang (04/03/07)		City Manager Approval: Jerry B. Fulwood (04/04/2007)	
<u>RECOMMENDATION:</u> Staff recommends the City Council authorize staff to advertise for bids for Landscape Maintenance Services. <u>BACKGROUND/DISCUSSION:</u> In July 2004, after a competitive bid process, the City entered into a contract with Proscapè Landscape, a landscape maintenance contractor, for landscape maintenance services for the City's parks, medians, public facilities, and streetscape areas. This was a two-year contract expiring on June 30, 2006. At the end of the contract, the City Council authorized staff to continue the contract for an additional year. The current contract will expire on June 30, 2007. Staff will be soliciting bids for service from private contractors based upon two categories: 1) <u>Level 1 Services: Existing Services</u>. This is the cost to maintain the current level of service as it has been for the past two years. 2) <u>Level 2 Services: Enhanced Services</u>. This is the cost for an enhanced level of services that exceeds the existing level. Should the City Council authorize staff to advertise for bids, the following table provides tentative dates for the next steps in this process:			

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Item	Date
Advertising for Bids	April 19, 2007
Final Date for Receipt of Bids	May 10, 2007
Consideration of Award of Contract by the City Council	June 11, 2007
New Contract Effective Date	July 1, 2007

FISCAL ANALYSIS:

There are no costs associated with this item beyond those of advertising the bids, and there are sufficient funds in the current budget for the advertising expense.

ATTACHMENTS:

1. Bid Form for Landscape Maintenance Services.

MOTION:

That the City Council:

1. Authorize staff to advertise for bids for landscape maintenance services for the City of Culver City.