

**City of Culver City, California
Agenda Item Report**

Meeting Date: <u>10/10/11</u>		Item Number: <u>C-6</u>	
CITY COUNCIL AGENDA ITEM: Approval of a Professional Services Agreement with Oakridge Landscape, Inc. for the Calsense Irrigation Project – Culver City Park, P-612.			
Contact Person/Dept.: Patrick Reynolds, Parks Manager		Phone Number: (310) 253-6470	
Fiscal Impact: Yes ☒ No ☐		General Fund: Yes ☒ No ☐	
Public Hearing: ☐		Action Item: ☐ Attachments: ☐	
Commission Action Required: Yes ☐ No ☒		Date: _____	
Public Notification: (E-Mail) Meetings and Agendas – City Council (10/05/11); (E-Mail) Parks, Recreation and Community Services Commission (10/05/11); (Telephone) Oakridge Landscape, Inc. (10/05/11).			
Department Approval: Dan Hernandez (09/29/11)		City Attorney Approval: Carol Schwab (by H. Baker) (10/04/11)	
Chief Financial Officer Approval: Jeff Muir (by K. Marsden) (10/05/11)		City Manager Approval: John M. Nachbar (10/05/11)	
 <u>RECOMMENDATION:</u> Staff recommends the City Council approve a professional services agreement with Oakridge Landscape, Inc. for the Calsense Irrigation Project – Culver City Park, P-612. <u>BACKGROUND:</u> One of the Fiscal Year 2011/2012 Work Plans of the Parks Division of the Parks, Recreation and Community Services Department involves the implementation of Phase II capital improvements related to AB1881, which imposed new water conservation requirements on landscape irrigation systems. Phase II capital improvements include the upgrading of all the irrigation systems sites citywide where master valves and flow meters are not present. This is an ongoing project which will continue until upgrades are completed throughout the City. Culver City utilizes the Calsense Irrigation System to improve water conservation. Calsense monitors weather and measures evaporation and the amount of water needed for plant life. It also monitors water flow and automatically turns off the system when pipes or irrigation heads break. On July 12, 2011 the City of Culver City entered into a contract in the amount of \$20,406 with Oakridge Landscape, Inc. to install the irrigation component of the Tree Planting Projects in Culver City Park, P-926 (the slope above the Dog Park) and P-927 (two vacant sites), including the installation of Calsense Irrigation System			

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equipment. These projects were funded by the South Coast Air Quality Management District (AQMD) Local Government Tree Planting Partnership Program and were completed in August 2011.

DISCUSSION:

Now that the AQMD Tree Planting Projects have been completed, other areas in Culver CityPark that are still in need of irrigation systems upgrades can be addressed. The Calsense Irrigation Project – Culver City Park, P-612, will include the installation of bypass manifolds, master valves, flow meters, pull boxes, PVC sleeves, the connection of wires and removal of asphalt concrete. Earlier this year, a job walk was held at Culver CityPark in order to generate interest and solicit quotes for the Project from participating contractors. The informal bidding process yielded the following quotes for the installation of irrigation equipment at Culver CityPark:

	Contractor	Quote
1	Marina Landscape, Inc.	\$14,940*
2	Oakridge Landscape, Inc.	\$22,420
3	Kasa Construction	\$33,550

** Non-responsive: Requested line item bid information was not included in the submittal.*

Oakridge Landscape, Inc. has proven to be very capable and professional in successfully completing the irrigation component of the AQMD Tree Planting Projects. Since payments made to Oakridge total \$20,406, the addition of the Calsense Irrigation Project in the amount of \$24,662 (\$22,420 plus 10% change order approval, or \$2,242) would bring Oakridge expenditures to \$45,068 in Fiscal Year 2011/2012. Pursuant to Culver City Municipal Code (CCMC) Section 3.07.085, contracts for personal and professional services are not subject to the formal competitive bidding requirements provided competitive quotations are obtained, whenever practical, as determined by the City Manager. In this case, Oakridge Landscape, Inc. has the most experience with Calsense Irrigation Systems and their prior work for the City has been impeccable.

As mentioned above, while this professional services agreement is for less than \$30,000, when aggregated with the agreement approved administratively in this Fiscal Year, the total amount exceeds the \$30,000 of administrative approval authority provided for in the CCMC. Therefore, this item is presented to the City Council for approval.

FISCAL ANALYSIS:

The project will be funded by capital improvement project P-612 (Upgrade Park Irrigation Systems / Improvements Other Than Buildings). The project has two

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funding sources. The first is a General Fund account, 42000612.730100. The second is account 41900612.730100 in the Park Facilities Fund, which derives 100% of its revenue from development fees related to the Quimby Act (Park In-Lieu Fees). There are sufficient appropriations in these accounts to fund the Calsense Irrigation Project – Culver CityPark.

MOTION:

That the City Council:

1. Approve a professional services agreement withOakridge Landscape, Inc. for the Calsense Irrigation Project – Culver City Park, P-612, in the amount of \$22,420 based on its base bid; and,
2. Authorize the Parks Division Manager to approve change orders in the amount not-to-exceed \$2,242, if necessary; 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.