

MEETING DATE:

11/05/07

AGENDA ITEM:

Consideration of Award of Landscape Maintenance
Contract for Redevelopment Agency Owned Properties.

ATTACHMENTS

	<u>Pages</u>
1. Scope of Work	1-5
2. List of Properties	6
3. Cost Proposals Received	7-8

ATTACHMENT NO. 1

EXHIBIT "A" SCOPE OF WORK

COMMERCIAL LANDSCAPING

Contractor shall provide all personnel, labor, equipment and materials necessary to perform the following:

I. LANDSCAPE/PROPERTY MAINTENANCE SERVICES

1. Service to each site shall be every week for normal maintenance and on an as-requested basis for immediately needed repairs/maintenance.
2. Remove weeds, leaves, all accumulated litter/debris from the property, and parkway areas, including sweeping or power blowing of paved areas. Also remove all spider webs from bushes.
3. Prune shrubs, flowers, plants, and cut back overhanging plants and tree branches from neighboring residences/sites.
4. Replace or treat any shrubs, flowers or plants that are not thriving.
5. Remove any graffiti observed on the site.
6. Immediately report any damage observed on the site to agency staff.
7. Spray with pre-/post-emergent herbicide as necessary for permanent weed removal on the property and parkway area, where applicable.
8. Add or replace shredded redwood bark or wood mulch over any landscaped planter areas as appropriate, to a depth of two inches or as necessary for the conservation of water and for weed control.
9. Provide soil, fertilizer, insect and disease control amendments necessary to maintain the landscaping in an attractive and healthy condition at all times.
10. Landscaped planter pots must be pruned and watered weekly; Contractor to supply water to those planter pots without irrigation systems.

II. IRRIGATION MAINTENANCE

1. Maintain and repair all irrigation systems in place, including but not limited to cleaning, repairing and/or replacing sprinkler heads, pipes, risers, nozzles, valves, batteries, moisture sensors, remote control valves, master valve, flow meter, backflow device and electrical wiring.

2. Maintain the efficiency of irrigation systems by setting controller timers/programs seasonally, and making necessary adjustments according to changes in climatic conditions.
3. Coordinate irrigation system control with the Culver City's "CalSense" computer system, as necessary.
4. Check the irrigation system on landscaped planter pots weekly.

III. SERVICE SITES

1. 9300 Culver Boulevard – Public parking lot with oleanders surrounding the perimeter of the lot. These must be pruned monthly/regularly to maintain visibility into the site.
2. Machado Road between Jefferson and Sepulveda Boulevards – Landscaped area adjacent the fenced post office property.
3. 3713 Robertson Boulevard adjacent to Del Taco Wall – Metered public parking lot with surrounding landscaped planters.
4. 3757 Robertson Boulevard – Public parking lot with landscaped area.
5. 9070 Venice Boulevard – Ivy Substation and Media Park, which require maintenance of the park and other landscaped planters surrounding the building. This area also requires the following additional services:
 - a. Remove any debris in the reflecting pool on a weekly basis;
 - b. Tree pruning and soil aeration, on an as needed basis; and
 - c. Maintenance and replacement of fresh cedar chips for the large planter at the front of the entrance to the building.
6. 9415-25 Venice Boulevard – Surface parking lot with front landscaped parkway area.
7. 10401 Virginia Avenue – Adjacent to 10601 Virginia office building. Public parking lot "B" with surrounding landscaped planters.
8. 3844 Watseka Avenue – Public parking structure with surrounding landscaped planters.
9. 12337-12423 Washington Boulevard, 4061 Centinela and 4064 Colonial - Cleared, fenced, vacant lots without landscaping. Situated on both northern corners of Washington Boulevard and Centinela Avenue.
10. 12803-23 Washington Boulevard – Cleared, fenced, vacant lot without landscaping. Situated on north side of Washington Boulevard between Meier and Moore Streets.

11. 3846 Cardiff Avenue – Public parking structure with surrounding landscaped planters.
12. 9814 Washington Boulevard – Landscaped front yard of a residential structure formerly used as an office.
13. 11056 Washington Boulevard – Cleared, fenced, vacant lots without landscaping. Situated at south east corner of Washington Boulevard and Harter Avenue.

Maintenance Services

All Times

1. Provide labor, tools, materials and equipment for mowing, pruning, weeding, soil amendment, fertilizing and insect and disease control necessary to maintain the landscaping in an attractive and healthy condition at all times.
2. Clear landscape areas of accumulated litter, debris and trash. Remove and dispose of accumulated debris and trash. All dirt, debris and trash shall be legally disposed.
3. Remove weeds, grass and unwanted plants from landscaped areas, turf, planters and pots.
4. Replace missing, damaged, dead plants or grass and plant ground cover or grass in bare areas.
5. All trash receptacles should be double lined to prevent leaks.

Twice a Year

6. Fertilize all landscaped areas (shrubs and ground cover) twice a year with complete fertilizer (22-5-4) applied at one pound per thousand square feet.

Quarterly (Once every three months)

7. Clean paved pedestrian areas and sidewalks with pressurized water device.

Weekly

8. Remove weeds in lawn areas, planters and landscaped areas.
9. Prune shrubs and hedges clear of sidewalks and pedestrian areas.
10. Prune shrubs and hedges by hand to conform to the natural shape and height of the specific plant – no shearing unless otherwise specified by the Agency.
11. Clear and prune ground cover around irrigation control valve boxes.
12. Maintain plants within pots and planters, which may include hand watering.

13. Clean and maintain decorative concrete items.
14. Remove all graffiti from paving, concrete surfaces, planters, benches, trash containers, bike racks, tree grates, wells, fences and equipment enclosures, i.e., pencil, pens, markers, chalk and spray paint.
15. Dead flowers and foliage to be removed from all plants during normal maintenance.
16. Add or replace wood mulch in landscaped areas to a depth of two (2) inches utilizing wood chips as specified by Agency.
17. No shrubs to be pruned during the blooming period for that specific plant unless otherwise specified by the Agency.
18. No trash dumping into other City trash receptacles or dumpsters. All trash to be removed from site and legally disposed in a receptacle designated by the City.
19. Litter and debris blown or swept into street or curb must be removed and legally disposed.
20. Notify Agency as soon as possible when irrigation problems occur.

Maintenance of Roses

All Times

1. Remove dead flowers.
2. Remove all diseased, damaged or pest-infested leaves and flowers from shrub and planter bed surrounding shrubs.
3. Prune shrubs to encourage flower growth.

Once a Year

4. Prune to height of 2' to 3' in January; prune canes above outside facing bud.
5. Remove all dead wood, crossing canes, canes growing across interior of shrub and sucker growth below base of shrub.
6. Remove all leaves.

Time a Year

7. Spray shrubs twice a year (minimum) to control disease, i.e., rust, black spot, mildew.
8. Spray shrubs twice a year (minimum) to control pests, i.e., aphids, spiders and mites.

Three Times a Year

9. Fertilize shrubs with rose food three times a year.

IV. PLANT/MATERIAL REPLACEMENT

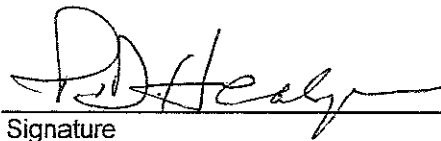
1. 9300 Culver Boulevard - Replant the bare dirt area which is exposed to the sun with Bluegrass-Fescue-rye blend of turf - one time only.

Attachment No. 2

1	9300 Culver Blvd	Parcel B
2	between Jefferson & Sepulveda Blvd	Machado Road
3	3713 Robertson Blvd	adjacent to Taco Bell
4	3757 Robertson Blvd	Robertson Parking Lot
5	9070 Venice Blvd	Ivy Substation/Media Park
6	9415-25 Venice Blvd	Venice Parking Lot
7	10401 Virginia Ave	Virginia Parking Lot
8	3844 Watseka Ave	Witseka Parking Structure
9	12337-12423 Washington Blvd, 4061 Centinela and 4064 Colonial	Washington/Centinela Baldwin Site
10	12803-23 Washington Blvd	Cardiff Parking Structure
11	3846 Cardiff Ave	Paskan Building
12	9814 Washington Blvd	Pleasantview Site
13	11056 Washington Blvd	

No.	Address	Name	1st Year Monthly Cost	2nd Year Monthly Cost
1	9300 Culver Blvd	Parcel B	\$ <u>382</u>	\$ <u>398</u>
2	between Jefferson & Sepulveda Blvd	Machado Road	\$ <u>225</u>	\$ <u>234</u>
3	3713 Robertson Blvd	adjacent to Taco Bell	\$ <u>175</u>	\$ <u>182</u>
4	3757 Robertson Blvd	Robertson Parking Lot	\$ <u>175</u>	\$ <u>182</u>
5	9070 Venice Blvd	Ivy Substation/Media Park ~	\$ <u>1150</u>	\$ <u>1196</u>
6	9415-25 Venice Blvd	Venice Parking Lot	\$ <u>250</u>	\$ <u>260</u>
7	10401 Virginia Ave	Virginia Parking Lot	\$ <u>175</u>	\$ <u>182</u>
8	3844 Watseka Ave	Watseska Parking Structure	\$ <u>225</u>	\$ <u>234</u>
9	12337-12423 Washington Blvd, 4061 Centinela and 4064 Colonial	Washington/Centinela	\$ <u>625</u>	\$ <u>650</u>
10	12803-23 Washington Blvd	Baldwin Site	\$ <u>325</u>	\$ <u>338</u>
11	3846 Cardiff Ave	Cardiff Parking Structure	\$ <u>175</u>	\$ <u>182</u>
12	9814 Washington Blvd	Paskan Building	\$ <u>250</u>	\$ <u>260</u>
13	11056 Washington Blvd	Pleasantview Site	\$ <u>325</u>	\$ <u>238</u>
		MONTHLY TOTAL	\$ <u>4457</u>	\$ <u>4536</u>

New turf at 9300 Culver Boulevard - initial, one time cost 1204 sq. ft \$ 1505
 Aerate, overseed and topdress.


 Signature

Patrick D. Healy
 Name

Proposal Submitted By:

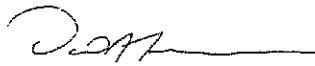
L.A. Branch Manager
 Title

Merchants Landscape Inc.
 Company

9-24-07
 Date

No. Address	Name	1 st Year Monthly Cost	2 nd Year Monthly Cost
1. 9300 Culver Blvd.	Parcel B	\$ <u>400.00</u>	\$ <u>420.00</u>
2. between Jefferson & Sepulveda	Machado Road	\$ <u>280.00</u>	\$ <u>294.00</u>
3. 3713 Robertson Blvd.	adjacent to Taco Bell	\$ <u>280.00</u>	\$ <u>294.00</u>
4. 3757 Robertson	Robertson Parking Lot	\$ <u>280.00</u>	\$ <u>294.00</u>
5. 9070 Venice Blvd.	Ivy Sub Station/Media Park	\$ <u>800.00</u>	\$ <u>840.00</u>
6. 9415-25 Venice Blvd.	Venice Parking Lot	\$ <u>139.00</u>	\$ <u>145.95</u>
7. 10401 Virginia Avenue	Virginia Parking Lot	\$ <u>139.00</u>	\$ <u>145.95</u>
8. 38444 Watseka Avenue	Watseka Parking Structure	\$ <u>400.00</u>	\$ <u>420.00</u>
9. 12337-12423 Washington Blvd., 4061 Centinela & 4064 Colonial	Washington/Centinela	\$ <u>400.00</u>	\$ <u>420.00</u>
10. 12803-23 Washington Blvd.	Baldwin Site	\$ <u>200.00</u>	\$ <u>210.00</u>
11. 3846 Cardiff	Cardiff Parking Structure	\$ <u>200.00</u>	\$ <u>210.00</u>
12. 9814 Washington Blvd.	Paskan Building	\$ <u>280.00</u>	\$ <u>294.00</u>
13. 11056 Washington Blvd.	Pleasantview Site	\$ <u>200.00</u>	\$ <u>210.00</u>
MONTHLY TOTAL		\$ <u>3,998.00</u>	\$ <u>4,197.90</u>

New turf @ 9300 Culver Boulevard – Initial, one time cost 1204 sq. ft. (overseed) \$200.00



Signature

Dave Fender

Name

President

Title

Proscape Landscape

Company

September 25, 2007

Date

