



City of Culver City

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Staff Report

File #: 24-707, **Version:** 2

Item #: C-7.

CC - CONSENT ITEM: Approval of a Five-Year Professional Services Agreement with Marina Landscape Services, Inc. for the City-Wide Rain Gardens and Culver Boulevard Landscape Maintenance Program in an Amount Not-to-Exceed \$117,576 Annually.

Meeting Date: February 26, 2024

Contact Person/Dept: Javier De La Cruz/Public Works EPO

Phone Number: (310) 253-6421

Fiscal Impact: Yes ☒ No ☐ **General Fund:** Yes ☐ No ☒

Attachments: Yes ☐ No ☒

Public Notification: (E-Mail) Meetings and Agendas - City Council (02/20/2024)

Department Approval: Yanni Demitri, Director of Public Works, City Engineer (02/07/2024)

RECOMMENDATION

Staff recommends the City Council approve a five-year professional services agreement with Marina Landscape Services, Inc. for the City-Wide Rain Gardens and Culver Boulevard Landscape Maintenance Program in an amount not-to-exceed \$117,576 annually.

BACKGROUND/DISCUSSION

The Department of Public Works Environmental Programs & Operations (EPO) division has installed five rain gardens throughout the City at various locations to comply with stormwater compliance regulations. The rain gardens filter run-off and reduce pollutants from discharging into Ballona Creek. The rain garden locations are:

1. Ballona Creek Rain Garden - North side of Ballona Creek between Overland Avenue and Pedestrian Bridge
2. Lindblade Street Rain Garden - South side of Lindblade Street East of Sepulveda Boulevard
3. Baldwin Avenue Rain Garden - West and East sides of Baldwin Avenue North of Farragut Drive
4. Public Works Maintenance Yard Rain Garden - 9505 West Jefferson Boulevard
5. Transfer Station Rain Garden - 9255 Jefferson Boulevard

Additionally, in 2021, as part of the Culver Boulevard Realignment Project, the City extensively re-landscaped the median walkway and bikeway with features that include trees, mulch, and native vegetation.

EPO's current landscape services contract for these locations is expiring at the end of February 2024. On December 7, 2023, the Department released a Request for Proposals (RFP #2430) to provide landscape maintenance services for City-Wide Rain Gardens and Culver Boulevard Landscape Maintenance Program. A total of five proposals were received by the January 11, 2024, submission deadline. The proposers are listed below in alphabetical order:

1. Enhanced Landscape Management (ELM)
2. Greenfield Landscaping & Maintenance, Inc.
3. Marina Landscape Services, Inc.
4. Mariposa Landscape, Inc.
5. Sky Landscape LLC

The proposals were evaluated based on the qualifications and experience of the firm and proposed team; questions/responses to the scope of services; references; and total program costs. In addition, staff interviewed the two top firms for further evaluation. Staff determined Marina Landscape Services, Inc. to be the best qualified.

Marina Landscape Services, Inc is a full-service landscape management company with over 35 years providing landscape maintenance and installation services to municipalities. Recent relevant experience includes managing the installation of the city Baldwin Avenue Rain Garden and providing the Culver City city-wide landscape maintenance services to Parks, Recreation & Community Services Department since 2018.

Staff recommends that City Council approve the five-year professional services agreement with Marina Landscape Services, Inc. for the City-Wide Rain Gardens and Culver Boulevard Landscape Maintenance Program in an amount not-to-exceed \$117,576 annually.

FISCAL ANALYSIS

The Adopted Budget for Fiscal Year 2023-2024 budget includes sufficient funding available in Account #43480000.730100.PZ497 (Stormwater MS4 Permit Compliance Program) to fund the first year of the agreement. Funding for additional years of the agreement will be included in future fiscal year budgets.

ATTACHMENTS

None.

MOTIONS

That the City Council:

1. Approve a five-year professional services agreement with Marina Landscape Services, Inc for the City-Wide Rain Gardens and Culver Blvd Landscape Maintenance Program in an amount not-to-exceed \$117,576 annually;
2. Authorize the City Attorney to review/prepare the necessary documents; and
3. Authorize the City Manager to execute such documents on behalf of the City.