Staff Report Details (With Text)

File #:	22-1049	**Version:**	1	**Name:**	Approve Contract Extension: Marina Landscape
Type:	Minute Order			**Status:**	Consent Agenda
File created:	5/5/2022			**In control:**	City Council Meeting Agenda
On agenda:	6/13/2022			**Final action:**	
Title:	CC - CONSENT ITEM: Approval of an Amendment to the Existing Professional Services Agreement with Marina Landscape Services, Inc., to Continue City-Wide Landscape Maintenance Services for an Additional Six-Month Period in An Amount Not-to-Exceed $110,000.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:					

Date	Ver.	Action By	Action	Result

CC - CONSENT ITEM: Approval of an Amendment to the Existing Professional Services Agreement with Marina Landscape Services, Inc., to Continue City-Wide Landscape Maintenance Services for an Additional Six-Month Period in An Amount Not-to-Exceed $110,000.

Meeting Date: June 13, 2022

Contact Person/Dept.: Dani Cullens/PRCS
Phone Number: (310) 253-6471

Fiscal Impact: Yes [X] No [] **General Fund:** Yes [X] No []

Attachments: Yes [] No [X]

Commission Action Required: Yes [] No [X]

Public Notification: (E-Mail) Meetings and Agendas - City Council (06/08/2022)

Department Approval: Armando Abrego, Parks, Recreation and Community Services Director (06/01/2022)

RECOMMENDATION

Staff recommends the City Council approve an amendment to the existing professional services agreement with Marina Landscape Services, Inc., to continue City-wide landscape services for an additional period of six-months in an amount not-to-exceed $110,000.

BACKGROUND/DISCUSSION

The City relies on specialized expertise to provide landscape maintenance services throughout the City. Marina Landscape Services, Inc. (Marina Landscape), has been contracted with the City since 2018 and provides labor, supplies, and landscape maintenance services.

Culver City Municipal Code Section 3.07.045 requires that a competitive bidding process be followed upon expiration of a professional services agreement. However, as a result of competing priorities, as well as the need to review and refine the scope of work for the next request for proposals (RFP), an extension to the current Marina Landscape agreement is being requested through December 31, 2022. This six-month extension, if approved, will ensure continuation of necessary landscape maintenance services during the interim period needed to complete the City's RFP process.

FISCAL ANALYSIS

Staff requests the City Council authorize up to a not-to-exceed amount of $110,000 through 12/31/2022 to cover the six-month extension. Sufficient funds have been included in account 10130300.619800 (Parks Division / Other Contractual Services) to fund these services, pending the City Council's approval of the Fiscal Year 2022/2023 Proposed Budget.

ATTACHMENTS

None.

RECOMMENDED MOTIONS

That the City Council:

1. Approve an amendment to the existing professional services agreement with Marina Landscape Services, Inc., for a period of six-months in an amount not to exceed $110,000; and,

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.

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