



# City of Culver City

Mike Balkman  
Council Chambers  
9770 Culver Blvd.  
Culver City, CA 90232  
(310) 253-5851

## Staff Report

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**File #:** 18-0939, **Version:** 1

**Item #:** C-6.

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**CC - (1) Waiver of Competitive Bidding Procedures; and (2) Approval of a Short-Term, Month-To-Month, Professional Services Agreement with BrightView Landscapes, LLC, aka Marina Landscape Maintenance, Inc., for Landscape Maintenance Services until such Time as a Long-Term Agreement is Approved by the City Council through the Request for Proposals (RFP) Process.**

**Meeting Date:** March 12, 2018

**Contact Person/Dept:** Patrick Reynolds/PRCS Department

**Phone Number:** (310) 253-6471

**Fiscal Impact:** Yes ☒ No ☐

**General Fund:** Yes ☒ No ☐

**Public Hearing:** ☐

**Action Item:** ☐

**Attachments:** Yes ☐ No ☒

**Public Notification:** (Email) Meetings and Agendas - City Council (03/06/18); (Email) Parks, Recreation and Community Services Commission (03/06/18); (Email/Telephone) BrightView Landscapes, LLC (03/06/18)

**Department Approval:** Armando Abrego, Senior & Social Services and Facilities Manager (03/01/18)

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### **RECOMMENDATION**

Staff recommends the City Council (1) waive competitive bidding procedures; and (2) approve a short-term, month-to-month, professional services agreement with BrightView Landscapes, LLC, aka Marina Landscape Maintenance, Inc., for landscape maintenance services until such time as a long-term agreement has been approved by the City Council through the Request for Proposals (RFP) Process.

### **BACKGROUND**

In July 2009, after a competitive bid process, the City entered into a contract with Marina Landscape to provide landscape maintenance services for the City's parks, medians, public facilities, and streetscape areas. This two-year contract expired June 30, 2011, and was then extended for a three year period through June 30, 2014. On June 23, 2014 City Council approved another two year extension through June 30, 2016. As of July 1, 2017 Marina Landscape has

continued to provide landscape maintenance services on a month to month basis until the bid process is completed.

## **DISCUSSION**

Parks Division and Community Development Department staff are currently working with the Purchasing Division of the Finance Department to develop Request for Proposals (RFP) Number 1840 for landscape maintenance services for the following areas:

### City-Wide Landscape Maintenance Services:

- 1) Culver City Hall, Police Station, Fire Stations
- 2) Downtown Streetscape
- 3) Culver City Landscape Maintenance Districts
- 4) Culver City City-Wide Landscape Areas
- 5) Town Plaza
- 6) National Blvd. Metro Bike Path
- 7) Kinston Ave. Greenbelt
- 8) Centinela/Bristol Greenbelt
- 9) Brush Clearance

### Community Development Department Sites:

- A) Machado Rd.
- B) Ivy Substation/Media Park
- C) 12337-12324 Washington Blvd/4061 Centinela Ave, 4064 Colonial Ave.
- D) Pleasant View Site 11054-11056 Washington
- E) 6301 Bristol Parkway
- F) 12601 Washington Blvd.
- G) Sepulveda Village Business District
- H) W. Washington Phase I
- I) W. Washington Phase II
- J) One Time Improvements

It is anticipated that that staff will come back to the City Council with a recommendation for approval of a long-term agreement for landscape maintenance services in April 2018. Recently, Marina Landscape Maintenance, Inc., informed the City that the business is now operating under the name BrightView Landscapes, LLC. Therefore, staff is recommending that the City Council approve a short-term, month-to-month, professional services agreement with BrightView Landscapes, LLC, aka Marina Landscape Maintenance, Inc., for landscape maintenance services until such time as a long-term agreement has been approved by the City Council through the Request for Proposals (RFP) Process.

In general, Culver City Municipal Code (CCMC) Section 3.07.085 exempts professional services from the formal competitive bid process. However, pursuant to CCMC Section 3.07.050, where the same consultant has been utilized for a period of five years, the formal bidding procedures

shall apply unless waived by the City Council. In this case, as discussed above, City staff is requesting that the City Council waive this requirement for the reasons stated above, in accordance with CCMC Section 3.07.075.E.3.

### **FISCAL ANALYSIS**

There are currently sufficient funds for a short-term, month-to-month, professional services agreement with BrightView Landscapes, LLC in the City Council Adopted Fiscal Year 2017 / 2018 Budget.

### **ATTACHMENTS**

None.

### **MOTIONS**

That the City Council:

1. Waive formal competitive bidding procedures; and,
2. Approve a short-term, month-to-month, professional services agreement with BrightView Landscapes, LLC, aka Marina Landscape Maintenance, Inc., for landscape maintenance services until such time as a long-term agreement has been approved by the City Council through the Request for Proposals (RFP) Process; 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.