



# City of Culver City

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## Staff Report

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**File #:** 19-1171, **Version:** 1

**Item #:** C-4.

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**CC - Approval of a Professional Services Agreement with Marina Landscape Services in an Amount Not-to-Exceed \$34,096 for Landscape Services in the Culver City Arts District and Phase II of the West Washington Area Improvement Plan.**

**Meeting Date:** May 28, 2019

**Contact Person/Dept:** Elaine Warner/CDD  
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**Fiscal Impact:** Yes ☒ No ☐

**General Fund:** Yes ☒ No ☐

**Public Hearing:** ☐

**Action Item:** ☐

**Attachments:** Yes ☒ No ☐

**Commission Action Required:** Yes ☐ No ☒

**Commission Name:**

**Public Notification:** (E-Mail) Meetings and Agendas (05/22/19) - City Council (05/08/19); (Email) Culver City Arts District (05/13/19)

**Department Approval:** Sol Blumenfeld, Community Development Director (05/02/19)

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### **RECOMMENDATION:**

Staff recommends the City Council approve a professional services agreement with Marina Landscape Services (Marina) in an amount not-to-exceed \$34,096 for landscape services in the Culver City Arts District and Phase II of the West Washington Area Improvement Plan.

### **BACKGROUND/DISCUSSION:**

Culver City Arts District

The Culver City Arts District (District) landscape work involves 14 medians on Washington Boulevard between Helms Avenue and La Cienega Boulevard and will address groundcover and shrub planting that has deteriorated over the last 20 years. The work is included in the 2019 Culver City Arts District Business Improvement District (CCAD BID) Work Plan and budget. The CCAD BID engaged Land Images to prepare a replanting plan that will improve the appearance of the medians (Attachment 1). The planting plan includes low maintenance, drought tolerant planting that has been reviewed and approved by the City's Parks Manager. The Transit District Visioning Study may require future modifications to the medians, but the CCAD BID believes the replanting is necessary now in order to maintain the economic vitality of the District.

#### Phase II of the West Washington Area Improvement Plan

This area includes three medians on Washington Boulevard between Centinela Avenue and Boise Avenue. Replanting is required for all three medians to restore planting that has deteriorated over time. The planting plan includes drought tolerant, low maintenance species that have been approved by the City's Parks Manager. In addition to replanting, new sprinkler heads will be installed to ensure compliance with the State of California's watering guidelines.

Culver City Municipal Code (CCMC) Section 3.07.065.A, exempts professional and general services from the formal competitive bid process, provided the contract is based upon competitive quotations, whenever practical, as determined by the City Manager. Recently, in July 2018, the City Council approved an agreement with Marina to provide City-wide landscape services (for City medians, public facilities, and streetscape medians) based on a formal Request for Proposals process. The fees for the proposed agreement is based on the rates of the City-wide agreement. For these reasons, the City Manager determined it is not practical to obtain competitive quotations in this case.

#### **FISCAL ANALYSIS:**

The Culver City Arts District median replanting will cost \$23,073. The City allocated \$10,000 in the Fiscal Year 2018/2019 budget, fund 10150120.600100, to assist with area maintenance in various business districts. The CCAD will transfer the remaining amount of \$13,073 to the General fund using a portion of the annual BID assessments collected and withheld by the City.

Phase II of the West Washington Area Improvement Plan median replanting and irrigation enhancements will cost \$11,023. Funds for this work have been allocated in the West Washington No. 2 assessment district's FY 2018/2019 budget in fund 42516520.619800.

#### **ATTACHMENTS:**

1. Proposed Culver City Arts District Median Planting
2. Marina Landscape Services Proposal for West Washington Area Improvement Plan  
Phase II

#### **MOTION:**

That the City Council:

1. Approve a professional services agreement with Marina Landscape Services in an amount not-to-exceed \$34,096 for median replanting and services in the Culver City Arts District and Phase II of the West Washington Area Improvement Plan; 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.