



DATE: April 19, 2022

TO: Mayor and City Council

FROM: Director of Maintenance Services

SUBJECT: Adopt a Resolution Authorizing the City Manager to Negotiate and Execute a Vegetation Management Contract for Specific City Owned and Maintained Properties with Joe's Landscape and Concrete for a Total Not-to-Exceed Amount of \$315,000

RECOMMENDATION

That the Council adopts a resolution (Attachment II) authorizing the City Manager to negotiate and execute a Vegetation Management Contract for specific City owned and maintained properties with Joe's Landscape and Concrete in an annual amount of \$105,000 for a total not-to-exceed amount of \$315,000.

SUMMARY

Staff recommends extending the 2020 Council approved Vegetation Management Contract with Joe's Landscape and Concrete to be consistent with the contract terms stated in the award letter issued to the vendor. The update in contract terms includes language to annually renew the 2020 contract, pending City satisfaction with the level of service for a period of three years, not-to-exceed five years through 2024. Since last year's contract, Parcel Group 2 has been sold and removed from the scope of work.

BACKGROUND

In March 2020, the Maintenance Services Department conducted RFQ #2009-120219.1 to solicit quotes for Vegetation Management Services on specific City owned and maintained properties. A total of seven quotes were received. Council approved and awarded a one-year contract to the lowest bidder: Joe's Landscape and Concrete on May 5, 2020¹. The award letter was issued to the vendor notifying them that the contract was approved and could be renewed annually for a period of three years not to-exceed five years with renewal contingent

¹ [CITY OF HAYWARD - File #: CONS 20-206 \(legistar.com\)](#)

upon the City’s satisfaction with said services. This report seeks authority to match the award letter issued to the vendor pursuant to the RFQ.

DISCUSSION

This report and resolution request an update to the authority Council previously provided in regard to this vendor. To be consistent with the award letter, the contract term will allow for annual extensions of the contract through 2024, pending continued City satisfaction with service. For 2022, eight parcels will be serviced, totaling 233 acres, as shown below:

Ref	Name of Parcel	Status	Est. Disposition Timeline	Acres
1	La Vista Park	Design and Construction	N/A	25
3	Parcel Group 3	Sale Agreement Executed	2022/2023	26
4	Parcel Group 4	Developer Solicitation	2023+	79
5	Parcel Group 5	Sale Agreement Pending Execution	2022/2023	37
6	Parcel Group 6	Developer Solicitation	2023+	37
7	Parcel Group 7	Lower Portion Sold; Upper Portion Developer Solicitation	2023+	4.92
8	Parcel Group 8	Lower Portion under Negotiation; Upper Portion Developer Solicitation	2023+	19
9	Parcel Group 9	Developer Solicitation	2023+	5
				233

Reference “1” is La Vista Park, which the City will continue to maintain ownership of. Reference “3-9” are Route 238 surplus parcels, all pending planning, negotiation, or sale in the next several years. Reference “2” is missing from the list as Parcel Group 2 was sold last year.

For 2022, the contract has been adjusted to include additional acres. The vendor has provided an updated 2022 quote of \$104,092.77, which was adjusted by the per acre price quoted in 2020, and a total contract not-to-exceed amount of \$315,000. Future year service requirements will be reviewed annually, whereas the total number of annual acres requiring service will be recalculated each year, with that year’s requirement being shared with the vendor who will be asked to provide an updated quote, based on the per acre quote awarded in 2020.

STRATEGIC ROADMAP

This agenda item is not directly related to the Council’s Strategic Roadmap.

FISCAL AND ECONOMIC IMPACT

The budget for this contact was previously approved by the Council. No additional appropriation is required. No economic impact is associated with this item.

NEXT STEPS

If approved, the City will issue a three-year contract to Joe's Landscape and Concrete in an annual amount of \$105,000 for a total not-to-exceed amount of \$315,000. This year's work is scheduled to be completed no later than June 30, 2022.

Prepared by: Liz Sanchez, Management Analyst II

Recommended by: Todd Rullman, Director of Maintenance Services

Approved by:

A handwritten signature in black ink, appearing to read 'Kelly McAdoo', written in a cursive style.

Kelly McAdoo, City Manager