



DATE: February 28, 2023

TO: Mayor and City Council

FROM: Director of Maintenance Services

SUBJECT: Adopt a Resolution Authorizing the City Manager to Negotiate and Execute a Landscape Maintenance Contract for the Hayward Medians with Brightview Landscape in an Annual Amount of \$122,406 for a Total Not-to-Exceed Amount of \$489,624, and Appropriate \$30,000 from the General Fund to Fund the Annual Contingency

RECOMMENDATION

That Council adopts a resolution (Attachment II) authorizing the City Manager to negotiate and execute a landscape maintenance contract for the Hayward medians with Brightview Landscape in an annual amount of \$122,406 for a total not-to-exceed amount of \$489,624 and appropriate \$30,000 from the General Fund to fund the annual contingency.

SUMMARY

The Landscape Maintenance Division maintains landscape in street medians, along the side of streets, downtown, around public buildings, and streets originally designed as State highways, like Jackson Street, Mission Blvd, and Foothill Blvd. To support staff workload, the Division routinely uses external contractors. Staff released a request for quotes (RFQ) in October 2022 to seek an experienced and qualified landscape contractor who is specifically trained, experienced and competent to perform median landscape maintenance in accordance with the terms, conditions, and specifications contained in the RFQ. Staff recommends awarding the contract to Brightview Landscape in an annual amount of \$122,406, which includes \$92,406 and an additional \$30,000 annually for contingencies, such as annual CPI increases and assistance related to unforeseen events, such as significant storm events. To fund the contingency, staff is also recommending appropriating funds from the General Fund.

BACKGROUND AND DISCUSSION

On October 26, 2022, staff released RFQ #2315-102522 to seek a qualified landscape contractor to support landscape maintenance of Hayward medians. The awarded contract will be for one year with an option of three (3) one-year extensions. Per the City's Municipal Code, this type of maintenance contract is not required to be awarded to the lowest bidder but a mix of price, qualifications, experience with similar projects, availability to complete required

work in a timely manner, and other project-specific factors. Staff received and reviewed three (3) proposals and recommends awarding the contract to Brightview Landscape. A quick summary of the proposals is provided below:

VENDOR	WEEKLY HOURS	MONTHLY AMOUNT	YEARLY AMOUNT
BRIGHTVIEW LANDSCAPE	40	\$7,700.50	\$92,406
LOS LOZA INC.	93	\$24,200	\$290,400
NEW IMAGE LANDSCAPE	120	\$21,675	\$156,000

FISCAL AND ECONOMIC IMPACT

The FY 2023 Adopted Operating Budget appropriated sufficient budget for the contract. However, staff is requesting a General Fund appropriation of \$30,000 to fund the annual contingency amount.

This item will provide a positive economic impact to the City by sustaining an overall environmentally friendly aesthetic that helps reduce the effects of greenhouse gasses. Quality median landscaping maintenance also enhances safety by reducing vehicle speeds, providing space for possible roadway lighting and signage, and allowing pedestrians and bicyclists to stop at a safe place while crossing traffic.

STRATEGIC ROADMAP

This item supports Council’s Strategic Priorities of Confront Climate Crisis and Enhance Quality of Life.

SUSTAINABILITY FEATURES

Median landscape improvements help conserve water through the use of weather-based irrigation controllers that operate based on weather and the amount of rainfall.

PUBLIC CONTACT

The RFQ was publicized on the City’s website from October – November 2022.

NEXT STEPS

If Council approves this request, the City Manager will execute the agreement with Brightview Landscape in a total annual not-to-exceed amount of \$122,406 for a total not-to-exceed amount of \$489,624 over four years. Staff will appropriate \$30,000 from the General Fund to the Landscape Maintenance Division to support contingency costs.

Prepared by: Manny Grewal, Management Analyst II

Recommended by: Richard Nield, Landscape Maintenance Manager
Todd Rullman, Director of Maintenance Services

Approved by:

A handwritten signature in black ink, appearing to read 'McAdoo', with a long horizontal stroke extending to the right.

Kelly McAdoo, City Manager