



DATE: April 6, 2021

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 in an Annual Amount of \$104,092.77

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 the amount of \$104,092.77.

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, Route 238 Parcel Group 7 has been sold and removed, while Parcel Group 2 is pending sale and is scheduled for service, pending the closing of escrow. For 2021, a new parcel has been included due to its proximity to the service area: La Vista Park.

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. Prior to Council approval, an award letter was issued to the vendor on April 20, 2020 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 upon the City's satisfaction with said services.

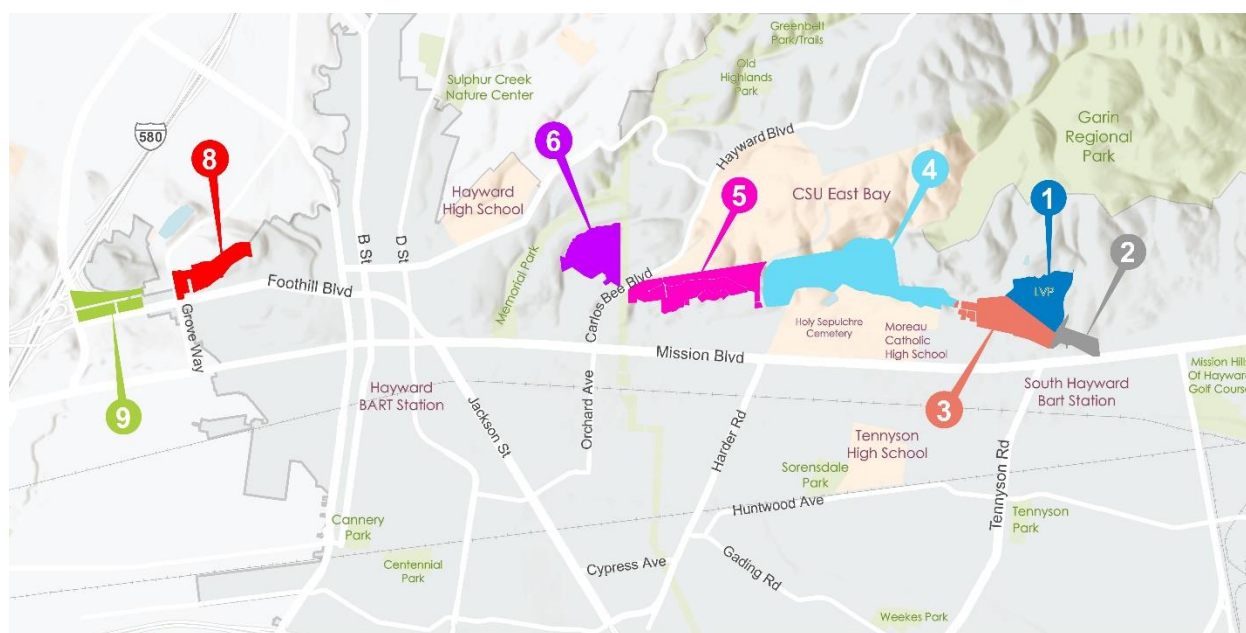
¹ [URL](#) – Consent Item 20-206, dated May 5, 2020

This report seeks approval to match the 2020 Council approved contract terms with the terms listed in the award letter issued to the vendor.

DISCUSSION

To clarify the contract term discrepancy between the Council approved contract and the award letter, this report is being presented to the Council. This report and resolution request an update to the 2020 Council approved contract terms, to be commensurate with the award letter issued to the vendor last year. The new terms will allow for annual extensions of the contract through 2024, pending continued City satisfaction with service.

For 2021, eight parcels will be serviced, totaling 237 acres, as shown below.



The parcels are further described below by reference number and disposition status. Reference “1” is La Vista Park, which the City will continue to maintain ownership of. Reference “2-6 and 8-9” are Route 238 surplus parcels, all pending planning, negotiation, or sale in the next two years. The parcel listed as reference “2” is pending sale, but is included in this year’s contract should escrow not close prior to the scheduled vegetation management work. Reference “7” is missing from the list as Parcel Group 7 was sold in September 2020.

| Ref | Status | Est. Disposition Timeline | Acres |
|-----|------------------------------------|---------------------------|-------|
| 1 | Park Owner | N/A | 25 |
| 2 | Executed Purchase & Sale Agreement | May 2021 | 9 |
| 3 | Under Negotiation | Fall 2021 | 26 |
| 4 | Master Development Planning | 2023 | 79 |

| | | | |
|---|-----------------------------|-----------|------------|
| 5 | Under Negotiation | 2021 | 37 |
| 6 | Under Negotiation | 2021 | 37 |
| 8 | Under Negotiation | 2021-2023 | 19 |
| 9 | Master Development Planning | 2023 | 5 |
| | | | 237 |

For 2021, the contract has been adjusted to include two additional acres. The vendor has provided an updated 2021 quote of \$104,092.77, which was adjusted by the per acre price quoted in 2020, of \$439.21 per acre. 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, of \$439.21 per acre.

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.

STRATEGIC ROADMAP

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

NEXT STEPS

If approved, the City will issue a 2021 contract to Joe's Landscape and Concrete in an amount of \$104,092.77. This year's work is scheduled to be completed no later than June 30, 2021.

Prepared by: Denise Blohm, Management Analyst

Recommended by: Todd Rullman, Director of Maintenance Services

Approved by:



Kelly McAdoo, City Manager