



# CITY OF HAYWARD

Hayward City Hall  
777 B Street  
Hayward, CA 94541  
www.Hayward-CA.gov

## Cover Memo

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**File #:** CONS 23-103, **Version:** 2

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**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.

### **ATTACHMENTS**

Attachment I	Staff Report
Attachment II	Resolution