



# CITY OF HAYWARD

Hayward City Hall  
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## Cover Memo

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**File #:** CONS 23-015, **Version:** 3

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**DATE:** January 17, 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 Prominence Lighting and Landscape District #3 with Brightview Landscape Services, in an Annual Amount of \$99,554 and Approving an Additional \$20,000 Annually for Contingencies

### **RECOMMENDATION**

That Council adopts a resolution (Attachment II) authorizing the City Manager to negotiate and execute a landscape maintenance contract for Prominence Lighting and Landscape District (LLD) #3 with Brightview Landscape Services in an annual amount of \$99,554 and approving an additional \$20,000 annually for contingencies.

### **SUMMARY**

A request for quotes (RFQ) was issued on September 15, 2022 to seek an experienced and qualified landscape contractor who is specially trained, experienced, and competent to perform landscape maintenance in accordance with the terms, conditions and specifications contained in the RFQ staff issued for contracted landscape maintenance within Prominence Community LLD #3.

The project scope includes 169,372 square feet of existing mature landscaping. A total of two quotes were received; staff recommends executing the landscape maintenance contract with Brightview Landscape Services in an annual amount of \$99,554. The term of this agreement will be effective February 6, 2023, through June 30, 2024. The City will have the option to extend the contract for up to three one-year extensions through June 2027. If the City chooses to exercise the option to extend the agreement, the annual base amount of \$99,554 would be subject to a CPI increase for each extension. This additional CPI increase is factored into the LLD #3 budget presented to the Council annually. Staff is requesting an additional \$20,000 annually for contingencies and unforeseen infrastructure repairs within the district.

### **ATTACHMENTS**

Attachment I Staff Report

Attachment II Resolution