



CITY OF HAYWARD

Hayward City Hall
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Cover Memo

File #: CONS 23-170, **Version:** 1

DATE: April 18, 2023

TO: Mayor and City Council

FROM: Director of Maintenance Services

SUBJECT

Adopt a Resolution Authorizing the City Manager to Amend the Landscape Maintenance Contract with Los Loza Landscaping to Increase the FY 2023 Contingency Budget by \$7,200, Include Maintenance of Linear Park in an Annual Amount of \$175,200 and an Annual Contingency of \$17,520, for a Total Contract Not-To-Exceed Amount of \$2,071,860 and Appropriate \$36,500 from the General Fund

RECOMMENDATION

That the City Council adopts a resolution (Attachment II), authorizing the City Manager to amend the landscape maintenance contract with Los Loza Landscaping (Los Loza) to increase the FY 2023 contingency budget by \$7,200, include maintenance of Linear Park, a newly constructed park on Mission Boulevard between Blanche Street and Fairway Street, in an annual amount of \$175,200 and an annual contingency of \$17,520, for a total contract not-to-exceed amount of \$2,071,860, and appropriating \$36,500 from the General Fund to fund contract services for the current fiscal year.

SUMMARY

In December 2020, staff issued a request for quotes (RFQ) to solicit quotes for contracted landscape maintenance of the Route 238 Project (Phase 1 and 2) areas. Staff received and evaluated a total of five quotes. The contract was awarded to Los Loza in an annual amount of \$270,000 with an annual contingency of \$20,000 for a total five-year contract not-to-exceed amount of \$1,450,000. Since then, the City has accepted the newly constructed Linear Park, also located along Route 238, which requires routine landscape maintenance. Based on the superb quality of service being provided on the original contract, and to ensure a continuity of maintenance standards on this ReScape California (formally Bay Friendly) certified landscape, staff recommends amending the current contract with Los Loza to increase it by \$175,200 annually and increase the contingency budget by \$17,520. Staff also recommends appropriating \$36,500 from the General Fund to the Landscape Maintenance Division to fund the added Linear Park maintenance services through the remainder of FY 2023. Staff also requests an increase of the FY 2023 contingency budget by \$7,200 to repair unexpected damage caused by vehicle accidents.

ATTACHMENTS

Attachment I Staff Report
Attachment II Resolution