



Agenda Item #: \_\_\_\_\_

# Staff Report

## City of Manhattan Beach

**TO:** Honorable Mayor Ward and Members of the City Council

**THROUGH:** Richard Thompson, Interim City Manager

**FROM:** Jim Arndt, Public Works Director  
Juan Price, Maintenance Superintendent  
Clay Curtin, Management Analyst  
Gwen Eng, General Services Manager

**DATE:** May 4, 2010

**SUBJECT:** Consideration of Award of a Five-Year Landscape Maintenance Services Contract to Merchants Landscape Services, Inc.

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### **RECOMMENDATION:**

Staff recommends that the City Council authorize the Public Works Director to execute an agreement with Merchants Landscape Services, Inc. for a five-year landscape maintenance services contract with an estimated annual value of \$534,160.

### **FISCAL IMPLICATION:**

Sufficient funds are budgeted in the FY 2010-2011 Public Works budget for these services. These services will begin at the start of the new fiscal year on July 1, 2010.

### **DISCUSSION:**

The Public Works Department currently maintains landscaping throughout the City by way of service contracts. This is a cost-effective way of maintaining a high level of service within the City. The current landscape maintenance services contract areas include over 2.1 million sq. ft. of surface area and nearly 1,800 trees.

The specifications from the 2004-2009 Landscape Maintenance Services contract were edited and refined to provide options for various service levels (reductions and extra service requests), specialized maintenance instructions for the synthetic athletic field and rubberized playground surfaces, and additional environmental requirements.

As part of the variability of the new contract, unit pricing was requested for many items that fall under our regular landscape service, as well as special services such as the daily Pier porter service, power washing, and park restroom janitorial services, among others. Therefore, the final cost of this contract will be determined based upon the negotiated scope of work.

Environmentally, the new contract will require the contractor to utilize the least-polluting small engines currently available and ensure that a portion of the Contractor's vehicular fleet is comprised of alternative fuel or hybrid vehicles.

Staff solicited proposals for landscape maintenance services in RFP #803-10 and received seven responses. A summary of pricing offered by each vendor is shown below. Costs shown reflect the same level of service provided by contracts in the current 2009-2010 fiscal year. :

<u>Bidder</u>	<u>Annual Cost</u>
1. Merchants	\$534,160
2. Marina	\$542,639
3. Valley Crest	\$549,663
4. Dworsky	\$587,064
5. TruGreen	\$670,804
6. Bennett	\$722,460
7. Mariposa	\$810,467

In addition to the above costs, the proposals were evaluated based on the proposer's ability, capacity, and skill to meet the specifications and provide the service required, the company's financial resources, experience and reference checks, and site inspections of reference facilities.

Merchants Landscape Services, Inc. is low bidder and is qualified to perform the landscape maintenance. Additionally, their ranking based upon the reference facility site inspections proved them the highest in quality of work. Other cities utilizing their services include the cities of Orange, Irvine, and Newport Beach.