

November 21, 2016

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT

Resolution authorizing execution of a General Services contract with Monarch Landscaping, d/b/a Signature Landscape Services LLC, for landscaping services at various park sites and facilities for an initial two-year term, with the option to renew for an additional two years, for a total contract value of \$148,171.44 plus any State-mandated prevailing wage increase and/or City-approved special or unanticipated market condition that does not exceed the Consumer Price Index (CPI-U, Seattle-Tacoma-Bremerton) for the most recently completed calendar year.

FISCAL IMPACT

This action will obligate the City to an amount up to \$74,085.72 for execution of a new General Services contract serving eight park sites and City facilities, commencing January 1, 2017 and concluding December 31, 2018. If approved, the City will execute this contract for an initial two-year period. Upon satisfactory performance, the City will have the option to renew the contract for an additional two years for an amount up to the original contract value (\$74,085.72) plus any State-mandated prevailing wage increase and/or City-approved special or unanticipated market condition that does not exceed the Consumer Price Index (CPI-U, Seattle-Tacoma-Bremerton) for the most recently completed calendar year. If the City exercises its option to renew, the total value over four years is approximately \$148,171.44, plus the increases just described. There are sufficient funds included in the proposed 2017-2018 Parks & Community Services Operating Budget for the first two years of the contract. Future costs associated with this contract will be requested in subsequent operating budgets and will be subject to final budget appropriation.

STAFF CONTACTS

Dan Dewald, Natural Resources Manager, 452-6048
Tom Kuykendall, Street Tree and Arterial Program Supervisor 452-7924
Michael Hauer, Contract Administrator, 452-4480
Parks & Community Services Department

POLICY CONSIDERATION

Bellevue City Code

BCC 4.28 provides for the fair and equitable treatment of persons in the purchasing process. Because the contract amounts exceed \$90,000, Council approval is required.

BACKGROUND

Currently, Parks utilizes landscape contractors to perform maintenance services at 286 park, street tree and arterial landscape and City facility sites. This contract provides services at 119th Avenue SE, SE 35th Street, Advanta, 150th Avenue SE and SE 36th Street, NE 24th Street (156th to 172nd), 108th Avenue SE Enatai, SE 16th Ranger Station, and Mercer Slough Environmental Education Center. Landscape maintenance contracts include mowing, shrub pruning, weed control, hard surface cleaning, irrigation system operation, leaf removal, and garbage disposal.

The City conducted a formal RFP process with advertisements posted twice in *The Seattle Times*. Staff reviewed and evaluated proposals from the following contractors:

- Badgley's Landscape LLC
- Canber Corps
- Monarch Landscape dba Signature Landscape LLC
- Plantscapes Horticultural Services
- Total Landscape Corporation
- Westgro Corporation

Final selection of the contractor was based on a per-site analysis of the contractor's proposal amount, proposed labor hours, experience with similar sites, overall qualifications, financial standing, and past performance on other City projects. This selection process utilized is consistent with purchasing procedures outlined in the City's Contracting Policy.

Monarch Landscaping, dba Signature Landscape Services LLC, has performed satisfactorily at similar sites. Therefore, staff is requesting approval to execute this contract.

EFFECTIVE DATE

If approved, this Resolution becomes effective immediately upon Council adoption.

OPTIONS

1. Adopt the Resolution authorizing execution of a General Services contract with Monarch Landscaping, dba Signature Landscape Services LLC, for landscaping services at various park sites and facilities, for an initial two-year term in an amount not to exceed \$74,085.72, with the option to renew for an additional two years in an amount not to exceed \$74,085.72 plus any State-mandated prevailing wage increase and/or City-approved special or unanticipated market condition that does not exceed the Consumer Price Index (CPI-U, Seattle-Tacoma-Bremerton) for the most recently completed calendar year.
2. Do not adopt the Resolution and provide alternative direction to staff.

RECOMMENDATION

Option 1

MOTION

Move to adopt Resolution No. 9189 authorizing execution of a General Services contract with Monarch Landscaping, d/b/a Signature Landscape Services LLC, for landscaping services at various park sites and facilities for an initial two-year term, with the option to renew for an additional two years, for a total contract value of \$148,171.44 plus any State-mandated prevailing wage increase and/or City-approved special or unanticipated market condition that does not exceed the Consumer Price Index (CPI-U, Seattle-Tacoma-Bremerton) for the most recently completed calendar year.

ATTACHMENT

Proposed Resolution No. 9189

AVAILABLE IN COUNCIL DOCUMENT LIBRARY

Contract