

November 21, 2016

## **CITY COUNCIL AGENDA MEMORANDUM**

### **SUBJECT**

Resolution authorizing execution of a General Services contract with Plantscapes Horticultural Services 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 \$238,195.68 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 \$119,097.84 for execution of a new General Services contract serving ten 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 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 \$238,195.68. There are sufficient funds budgeted in the 2017 Parks & Community Services Operating Budget for the first year 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 164th Avenue NE and NE 8th, Bel-Red Mini Park, 139th Avenue SE, 128th Avenue SE, Cougar Mountain Way SE, Coal Creek Parkway, NE 24th (Bellevue Way to 98th), Eastgate Way, Lake Washington Blvd SE, and Eastgate Yard. 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.

Plantscapes Horticultural Services 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 Plantscapes Horticultural Services for landscaping services at various park sites and facilities, for an initial two-year term in an amount not to exceed \$119,097.84 with the option to renew for an additional two years in an amount not to exceed \$119,097.84 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. 9184 authorizing execution of a General Services contract with Plantscapes Horticultural Services 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 \$238,195.68 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. 9184

#### **AVAILABLE IN COUNCIL DOCUMENT LIBRARY**

Contract