

CITY COUNCIL AGENDA MEMORANDUM

SUBJECT

Re-adopting Resolution 9188 authorizing execution of a General Services contract with Total Landscape Corporation for landscaping services at various park sites and facilities for a two-year term, in an amount not to exceed \$161,219.92.

FISCAL IMPACT

This action will obligate the City to an amount up to \$161,219.92 for execution of a new General Services contract serving fifteen park sites and City facilities, commencing January 1, 2017 and concluding December 31, 2018. If approved, the City will execute this contract for a two-year period. There are sufficient funds included in the proposed 2017-2018 Parks & Community Services Operating Budget for the first two years of the contract.

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

The City Council considered and approved Resolution 9188 on November 21, 2016. However, due to an administrative error, the amounts listed in the Resolution and the Agenda Memo were incorrect. The contract duration also originally included an option to renew for a second two year term. That renewal option is no longer needed and should be removed.

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 SE 16th Street, Newport Way (150th to 153rd), Factoria Trail, Surry Downs entry beds, 121st Avenue SE, neighborhood traffic calming sites, NE 30th Street, Glendale Meadow, SE 26th Street, Newport Hills/Lake Heights ID sign beds, 112th Avenue (north of NE 12th and south of Main Street), NE 24th Rain Garden, Enatai Mercer Slough Trail, Winters House, and 118th Trail (Belfield to I-90). 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.

Total Landscape Corporation 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. Re-Adopt the Resolution authorizing execution of a General Services contract with Total Landscape Corporation for landscaping services at various park sites and facilities for a two-year term, in an amount not to exceed \$161,219.92.
2. Do not adopt the Resolution and provide alternative direction to staff.

RECOMMENDATION

Option 1

MOTION

Move to re-adopt Resolution No. 9188 authorizing execution of a General Services contract with Total Landscape Corporation for landscaping services at various park sites and facilities for a two-year term, in an amount not to exceed \$161,219.92.

ATTACHMENT

Proposed Resolution No. 9188

AVAILABLE IN COUNCIL DOCUMENT LIBRARY

Contract