

CITY COUNCIL REGULAR SESSION

Resolution authorizing execution of a General Services Contract with Plantscapes, Inc. for a five-year term in an amount not to exceed \$143,522.50, plus all applicable taxes.

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Zarrian Smith, Contract Administrator, 452-4883
Parks & Community Services Department

EXECUTIVE SUMMARY

This Resolution authorizes execution of a five-year General Services contract for landscape maintenance services with Plantscapes, Inc.

RECOMMENDATION

Move to adopt Resolution No. 9688
If approved, effective date: 12/02/2019

BACKGROUND/ANALYSIS

Parks utilizes landscape contractors to perform maintenance services at parks, arterial streetscapes, and facilities throughout the City of Bellevue. All proposals were solicited through a competitive request for proposals (RFP) process that was open, fair, and transparent. Contracts were awarded to the lowest cost proposal that met all specifications and evaluation criteria set forth in the RFP to ensure the most cost-effective rate of return. This contract will provide services at four properties: The City of Bellevue Marina, Bayvue Village Apartments, Carrigan Property, and Miller Property. The current contract for these properties was executed on January 1, 2018 for a term of two years expiring December 31, 2019.

Landscape maintenance contracts include mowing, shrub pruning, weed control, hard surface cleaning, leaf removal, and garbage disposal. Sites are inspected regularly by contract administration staff to ensure that maintenance standards are consistent at all sites. As part of the maintenance contracts, site inspection reports are submitted by the landscape contractor and reviewed by staff to verify site conditions.

POLICY & FISCAL IMPACTS**Policy Impact**Bellevue City Code

BCC 4.28 provides for the fair and equitable treatment of all persons involved in the purchasing process. Council approval is required where the total value of the contract exceeds \$90,000.

Comprehensive Plan, Parks, Recreation & Open Space Element

PA-29. Design, construct, operate, and maintain parklands and facilities to preserve the ecology of natural systems on parklands.

Fiscal Impact

This action will obligate the City to an amount up to \$143,522.50, plus all applicable taxes for execution of a new General Services contract serving four Parks properties, commencing January 1, 2020 and concluding December 31, 2024.

Sufficient funding exists within the 2019-2020 Land Purchase Revolving Fund budget. Additional funding will be requested in a subsequent budget process and will be subject to final budget appropriation.

OPTIONS

1. Adopt the Resolution authorizing execution of a General Services Contract with Plantscapes, Inc. for a five-year term in an amount not to exceed \$143,522.50, plus all applicable taxes.
2. Do not adopt the Resolution and provide alternative direction to staff.

ATTACHMENTS & AVAILABLE DOCUMENTS

Proposed Resolution No. 9688

AVAILABLE IN COUNCIL LIBRARY

Contract with Plantscapes, Inc.