

**CITY COUNCIL REGULAR SESSION**

RESOLUTION authorizing execution of a General Services Contract with Westgro Corporation in an amount not to exceed \$76,718.24 plus all applicable taxes, including an option to renew for one additional term of two years in an amount not to exceed \$76,718.24, plus all applicable taxes and 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-Bellevue) for the most recently completed calendar year.

Michael Shiosaki, Director, 452-5377  
Pat Harris, Grounds Operations Manager, 452-2930  
Ryan Popke, Contract Administrator, 452-7813  
Andrew Heider, Contract Administrator, 452-2933  
*Parks & Community Services Department*

**EXECUTIVE SUMMARY**

This Resolution authorizes execution of a General Services Contract for landscape maintenance services with Westgro Corporation for five Resource Management sites.

**RECOMMENDATION**

Move to adopt Resolution No. 9912.

**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 be for services at five sites: Bridle Trails Park, Evergreen Park, Lattawood Park, McDowell House, and Saddleback Park.

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 the maintenance standards are consistent at all sites. As part of the maintenance contract, 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

Bellevue City Code Chapter 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 \$76,718.24 plus all applicable taxes for execution of a new General Services Contract serving five park sites and City facilities, commencing April 1, 2021, and concluding December 31, 2022. Upon satisfactory performance, the City will have the option to renew the contract for one additional term of two years in an amount not to exceed \$76,718.24, plus all applicable taxes and 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-Bellevue) for the most recently completed calendar year.

Sufficient funding exists within the 2021-2022 Parks & Community Services Department operating budget. Additional funding for the renewal option 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 Westgro Corporation in an amount not to exceed \$76,718.24 plus all applicable taxes, including an option to renew for one additional term of two years in an amount not to exceed \$76,718.24, plus all applicable taxes and 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-Bellevue) for the most recently completed calendar year.
2. Do not adopt the Resolution and provide alternative direction to staff.

**ATTACHMENTS & AVAILABLE DOCUMENTS**

Proposed Resolution No. 9912

**AVAILABLE IN COUNCIL LIBRARY**

Contract with Westgro Corporation