

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: JEN SANTOS, ACTING DIRECTOR, RECREATION AND PARKS
SUBJECT: APPROVAL OF FOURTH AMENDMENT TO GENERAL SERVICE AGREEMENT F002035 FOR ONE YEAR EXTENSION, INCREASE IN COMPENSATION, AND INCREASE OF SCOPE OF SERVICES WITH BRIGHTVIEW LANDSCAPE SERVICES, INC. DBA SIGNATURE COAST HOLDINGS, LLC

AGENDA ACTION: RESOLUTION

RECOMMENDATION

It is recommended by the Recreation and Parks and Finance Departments that the Council, by resolution, approve and authorize the City Manager to negotiate and execute a Fourth Amendment to General Service Agreement Number F002035 with BrightView Landscape Services, Inc. dba Signature Coast Holdings, LLC, Napa, CA for; 1) a one-year extension of mowing services and increase in compensation in the amount of \$1,238,981.18; and 2) an increased scope of services for landscape maintenance of various medians, roadways and city facilities for one year in the amount of \$1,149,999.84; and 3) an increase in scope of services and compensation in the amount of \$ \$45,630 to include Tax District funded roadway landscaping maintenance; and 4) ratification of weed abatement, roadside work and tree trimming services performed in the amount of \$138,155.05. Cumulative value not to exceed \$6,899,691.10, plus \$138,155.05 ratification plus a contingency of \$4,000.16.

EXECUTIVE SUMMARY

The current General Service Agreement F002035 expires on November 19, 2023. The original award approved by Council was for a three-year period with two one-year renewal options. This is the second and final extension option. The Service Agreement amendment will continue mowing services portion of the scope of services. The final one-year extension will also include landscape services for maintenance of various medians, roadway landscaping and city facilities and ratification of weed abatement services performed.

BACKGROUND

The parks maintenance staffing plan prior to 2008 was organized with approximately 60 maintenance staff providing all park maintenance responsibilities without regular

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contract services for on-going landscape maintenance. After the 2008 economic downturn the city shifted to a combined effort with city-staff and contracted services for various medians, roadsides and city building landscapes and mowing service. Park maintenance staff were then organized into approximately 22 staff members concentrating on park sites. This combined effort was in place until the landscaping services agreement was due to expire in 2019.

On March 12, 2019, Request for Proposal (RFP) 19-08 for landscape services closed. Since the cost of the original proposal exceeded the budgetary estimate for all services identified in the scope of work, and with questions remaining regarding weed control options of Integrated Pest Management (IPM) or Organic, it was determined that initial award approved would only include a mowing services of irrigated lawn areas only, not including weed control methods for parks, civic sites, and roadway landscapes. The mowing services include sites such as sport fields, picnic area lawn and other areas that have a lawn. Mowing services include mowing each location generally once per week and removal of all grass clippings after mowing.

The location of the mowing services includes but is not limited to various City Parks, City Hall, MSCS, MSCN, Fire Station 2, and Luther Burbank Home and Gardens. Landscape mowing maintenance services for parks including mowing, edging and blowing around the grass areas.

Since the current agreement did not include the full scope for weed removal, litter removal and trimming of trees and shrubs at various medians, roadways, and city buildings, park maintenance staff reduced regular services in parks to internally perform portions of the scope typically performed under the landscape contract.

Approval of the Amendment will also ratify weed abatement, roadside clean up, tree trimming, and ground cover removal services performed at various locations and paid for under this Agreement beginning on March 28, 2022, through October 20, 2023 when requested at various times by the City. \$79,475.05 has already been applied to the Agreement and paid through various accounts. The work performed in tax districts in the amount of \$58,680 was invoiced October 20, 2023, funded through the tax district accounts. Once the work has been incorporated into the Agreement through this ratification, invoices will be applied. This Amendment will include ratification of a total of \$138,155.05 in services.

PRIOR CITY COUNCIL REVIEW

September 24, 2019, Study Session

October 1, 2019, Award of General Service Agreement F002035.

On November 15, 2022, Council approved award of one one-year extension and increase in funds.

ANALYSIS

On September 18, 2023, BrightView Landscape Services, Inc. dba Signature Coast Holdings, LLC submitted a one-year extension proposal with an 5% increase in contract price. Consumer Price Index (CPI) for Urban Wage Earners and Clerical Workers (CPI-W) CWURS49BSA0 Not Seasonally Adjusted for San Francisco-Oakland-Hayward, CA for the period of October 2022 through August 2023 shows a 3.12% increase, a U.S. Bureau of Labor Statistics "All Industry" Labor cost increase 4.5%, and ongoing fluctuation of fuel cost, staff deems the proposal for one year extension is fair and reasonable. This extension is a continuance of the same mowing service as initially awarded.

One-time funds are available to allow for inclusion of a portion of the original scope of services at various city medians, roadway and building landscapes. The primary scope will increase mechanical weed removal and maintain weeds to less than 1 foot in length at all times. (No chemicals will be utilized as part of the increased scope of services). This will allow the parks maintenance staff to better accommodate regular maintenance of park sites. This will not completely restore the full original scope of services but will significantly reduce the amount of time staff needed to provide weed removal services to medians, roadway and building landscapes.

In addition, a portion of the medians and roadway landscapes are funded through six individual tax districts where residents fund the landscape maintenance of various landscape areas. Tax districts are funded to support the scope of services provided per each tax district. The tax districts include, Orchard at Oakmont, Stony Ranch, Woodbridge, North Village, Gardens Bioswale, Gardens Landscape (Park) Site.

FISCAL IMPACT

The source of funds for the mowing scope of services is under various Fiscal Year 2023-24 Parks and Recreation General Ledger operational account numbers and subsequent Fiscal Years as a normal operating expense approved by Council. The final year of the existing agreement for mowing services with an increase of 5% is \$1,238,981.18.

One-time funds in the amount of \$1,149,999.84, plus \$4,000.16 contingency from the Landfill Settlement Contingency Fund will fund the enhancement of landscape contract services to include weed removal of various medians, roadway and building landscape sites for the remainder of the one-year extension.

Ongoing annual tax district funds in the amount of \$45,630 are budgeted and available to fund landscape maintenance scope of services within six special tax district areas.

Ratification of various weed abatement and roadside clean up and similar services previously provided are to be ratified in the amount of \$138,155.05.

The cumulative not to exceed amount of the one-year extension of mowing services and the addition of the scope of services for landscape maintenance of the various medians, roadway and building landscape sites, including tax districts, and the ratification of weed abatement and roadside clean-up work for one year is \$7,037,846.15.

ENVIRONMENTAL IMPACT

The Council finds that the proposed action is exempt from the provisions of the California Environmental Quality Act (CEQA) under section 15061(b)(3) and 15378 in that there is no possibility that the implementation of this action may have significant effects on the environment, and that no further environmental review is required.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not Applicable.

NOTIFICATION

Not Applicable.

ATTACHMENTS

- Resolution/Exhibit A (Fourth Amendment to General Services Agreement Number F002035)

PRESENTER

James Castro, Parks Maintenance Superintendent, Recreation and Parks
Brandalyn Tramel, Purchasing Agent, Finance