



## Legislation Details (With Text)

<b>File #:</b>	2020-757	<b>Version:</b>	1	<b>Name:</b>	
<b>Type:</b>	Consent	<b>Status:</b>		Agenda Ready	
<b>File created:</b>	10/29/2020	<b>In control:</b>		City Council	
<b>On agenda:</b>	11/4/2020	<b>Final action:</b>			
<b>Title:</b>	CONSIDER APPROVAL OF AMENDMENT NO. 2 TO CONTRACT SERVICES AGREEMENT WITH SWAYZER CORPORATION (C-18-036) FOR LANDSCAPE MEDIAN MAINTENANCE SERVICES (CITY COUNCIL)				
<b>Sponsors:</b>					
<b>Indexes:</b>					
<b>Code sections:</b>					
<b>Attachments:</b>	1. Swayzer Contract Amendment 1_18-036 (002), 2. CONTRACT C-18-036 SWAYZER, 3. Resolution 20-168 for Swayzer, 4. Swayzer Amendment No 2				

Date	Ver.	Action By	Action	Result
------	------	-----------	--------	--------

## Report to Mayor and City Council

Wednesday, November 04, 2020

Consent

### SUBJECT:

**CONSIDER APPROVAL OF AMENDMENT NO. 2 TO CONTRACT SERVICES AGREEMENT WITH SWAYZER CORPORATION (C-18-036) FOR LANDSCAPE MEDIAN MAINTENANCE SERVICES (CITY COUNCIL)**

### I. SUMMARY

In December of 2017, the City awarded a 3-year contract to Swayzer Corporation to provide landscape services for medians in the amount of \$797,400. The contract term provided for a period from January 2018 to December 2020. The contract provides for a modification in the contract amount up to \$25,000 at the discretion of the contract manager to request extra services. In addition, the contract provides for 3 one-year extensions at the option of City Council. Through supplemental services approved by City Council during this period, the total contract is currently \$1,068,604.

The City has been satisfied with the services provided by Swayzer and staff recommends that the City Council exercise the option for a one-year extension of the contract at the current contract terms. This would be the first of three optional one-year options.

### II. RECOMMENDATION

Take the following actions:

1. APPROVE the proposed amendment to the agreement with Swayzer Corporation landscapes services through December 31<sup>st</sup>, 2021 and increase the contract amount by \$265,800 for a total amended not-to-exceed amount of \$1,334,404,
2. AUTHORIZE the Mayor to execute the same following approval as to form by the City Attorney; and
3. ADOPT Resolution no. 20-168 authorizing a budget amendment for \$61,152

### **III. ALTERNATIVES**

1. Take any other action the City Council deems appropriate

### **IV. BACKGROUND**

In December of 2017, the City awarded a 3-year contract to Swayzer Corporation to provide landscape services for medians in the amount of \$797,400. The contract term provided for a period from January 2018 to December 2020. The contract provided for a modification in contract amount up to \$25,000 at the discretion of the contract manager in the event extra services were needed. In addition, the contract provides for 3 one-year extensions at the option of City Council.

During this period the City issued Amendment #1 to the Contract for supplemental services for a period of 6 months in the amount of \$35,172 per month for a total Amendment of \$211,032. This amendment was approved to allow Swayzer to provide additional services while the City was experiencing staffing shortages. At the same time that it approved Amendment #1, the City Council also gave authority to the City Manager to extend the amendment for 4 additional months at the same rate of \$35,172 per month for a total of \$140,688, if necessary, to maintain service levels while City Staffing was returned to normal.

Upon completion of the 6 months of supplemental services staff determined that City staff levels had not returned to normal and the former City Manager authorized a change order for \$140,688 as allowed in the contract. Only 1 additional month was needed and therefore only \$35,172 was used from this extension of amendment #1. Therefore, the current approved contract authority is \$1,068,604.

### **V. FISCAL IMPACT**

A proposed budget amendment (resolution no 20-168) from the General Fund Reserve in the amount of \$61,152 in order to provide funding for the Swayzer contract to June 30<sup>th</sup>, 2021.

### **VI. EXHIBITS**

1. Contract with Swayzer Dated January 18<sup>th</sup>, 2018
2. Amendment no. 1 with Swayzer Dated September 1, 2018
3. Proposed Amendment no. 2 with Swayzer
4. Proposed Resolution no. 20-168 authorizing a budget adjustment to the Landscape

## Maintenance Budget

Prepared by: James Ross, Interim Public Works Director