



Legislation Text

File #: 2017-124, Version: 1

Report to Mayor and City Council

Tuesday, March 21, 2017

Consent

SUBJECT:

CONSIDER EXTENDING THE AGREEMENT FOR LANDSCAPED MEDIAN MAINTENANCE SERVICES TO THE CITY (CITY COUNCIL)

I. SUMMARY

On June 15, 2010, City Council awarded Swayzer Corporation (“Swayzer”) a three-year median landscape maintenance contract, expiring June 30, 2013 and renewable for an additional three years. On June 4, 2013, City Council exercised the renewal option provided for in the original contract and approved a three-year extension to the contract term, effective July 1, 2013 through June 30, 2016. On September 20, 2016, City Council approved an amendment to the contract with Swayzer extending the contract expiration date by six months, to December 31, 2016. On December 6, 2016, City Council approved a second contract amendment, extending the contract expiration date by an additional three month, to March 31, 2017. Both amendments were duly approved but were not executed.

Staff is in the process of preparing to publish a Request for Proposal (RFP) for landscaped median maintenance services and is requesting an additional three month extension to the contract with Swayzer, effective April 1, 2017 through June 30, 2017, in order to allow sufficient time to prepare and publish the RFP, receive proposals and award a new contract.

II. RECOMMENDATION

TAKE the following actions:

1. APPROVE the third amendment to the contract agreement for landscaped median maintenance services with Swayzer Corporation for a three month period effective April 1, 2017 through June 30, 2017.
2. AUTHORIZE the Mayor to execute the contract amendment with Swayzer Corporation,

following approval as to form by the City Attorney.

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III. ALTERNATIVES

TAKE any other action the City Council deems appropriate.

IV. BACKGROUND

The City's infrastructure includes approximately 45 acres of hardscape, turf, planter, and landscaped medians. On June 15, 2010, City Council awarded Swayzer Corporation ("Swayzer") a three-year median landscape maintenance contract at \$198,000 per year, expiring June 30, 2013 and renewable for an additional three years. On June 4, 2013, City Council exercised the renewal option provided for in the original contract and approved a three-year extension to the contract term, effective July 1, 2013 through June 30, 2016 at the same annual rate. On September 20, 2016, the City Council approved a six month extension to the contract with Swayzer effective July 1, 2016, through December 31, 2016, at the same annual rate. Due to the ongoing construction associated with the Carson Street Master Plan Project, the City received a discounted monthly rate of \$15,125 on median maintenance services which is currently saving the City \$1,375 per month. On December 6, 2016, City Council approved a second contract amendment for an additional three month extension effective January 1, 2017, through March 31, 2017, at the same monthly rate of \$15,125. The third amendment that staff is requesting would be at the same monthly rate of \$15,125, expiring June 30, 2017.

Additional modifications to the proposal are being finalized, and the anticipated timeline is as follows:

RFP Phase - Landscaped Median Maintenance Services	Start Date	End Date
Final RFP to Purchasing	3/20/2017	
Publish RFP	3/27/2017	
Submission Period	3/27/2017	4/26/2017
Bid Evaluation Period	5/1/2017	5/11/2017
Final Bid Selection	5/15/2017	5/19/2017
Staff Report Preparation	5/22/2017	
Submit final staff report in Legistar for 6/6/17 Council Meeting	5/29/2017	
Recommendation to City Council for Awarding of Contract	6/6/2017	

V. FISCAL IMPACT

There is no additional fiscal impact. Based on prior year expenses, the annual cost of \$198,000 for the landscaped median maintenance contract was included in the FY 16/17 General Fund budget under account number 01-80-840-108-6005.

VI. EXHIBITS

1. Exhibit No. 1 Swayzer Contract (pgs. 3-29)
2. Exhibit No. 2 Contract Amendment 1 (pgs. 30-34)
3. Exhibit No. 3 Contract Amendment 2 (pgs. 35-39)
4. Exhibit No. 4 Contract Amendment 3 (pgs. 40-45)

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Prepared by: Christopher Ortiz, Public Works Operations Manager