



# REPORT TO COUNCIL

## City of Sacramento

915 I Street, Sacramento, CA 95814-2604  
www.CityofSacramento.org

Consent  
January 12, 2010

Honorable Mayor and  
Members of the City Council

**Title: Contract: Park Maintenance at Six Parks in North Natomas**

**Location/Council District:** Council District 1

**Recommendation:** Adopt a **Resolution:** 1) awarding a contract for park landscape maintenance services to Roush Landscape Services ("Contractor"), 9989 Stirling Park Drive, Sacramento, CA 95827, in an amount not to exceed \$103,020 for a 12-month period, with the option to extend for up to two additional 12-month terms and a total amount not to exceed \$322,000 if all extension options are exercised; 2) requiring Contractor to pay salaries and benefits for services performed under the contract as described in the City's Living Wage Ordinance regardless of dollar value of the contract or the number of Contractor's employees; and, 3) authorizing the City Manager or his designee to execute the contract and renewal options, provided that sufficient funds are available in the budget adopted for the applicable fiscal year(s), and authorizing the Procurement Services Manager upon such execution to issue Purchase Orders, as necessary, to Roush Landscape Services.

**Contact:** Dan Giammona, Park Operations Manager, 808-4070  
Barbara Collins, Administrative Officer, 808-1956

**Presenters:** Not applicable

**Department:** Parks and Recreation

**Division:** Park Operations

**Organization No:** 19001311

### **Description/Analysis**

**Issue:** Contracts for maintenance of six parks in North Natomas – Kokomo, Linden, Natomas Regional, Quail, Redtail Hawk, and Tanzanite - expired at the end of December 2009. Maintenance services for these parks include lawn mowing; trimming of ground cover, trees, and shrubs; maintenance of irrigation systems, restroom cleaning; safety inspection of tot lots; and trash and leaf removal.

This report recommends a new contract be awarded for maintenance of these six

parks for a period of 12 months with the option to extend the contract for up to two additional 12-month terms for a total contract term not to exceed 36 months. The new contract will provide the same level of maintenance provided in the expiring contracts with the addition of maintenance of the dog park, built in 2009, at Natomas Regional Park. The Contractor will be required to pay salaries and benefits as described in the City's Living Wage Ordinance regardless of dollar value of the contract or number of employees. The Living Wage rate for 2010 will be based on the rate from the immediately preceding year adjusted by the increase in the Consumer Price Index of the immediately preceding year. This is typically an increase of 1% to 3%. The Living Wage rate for 2009 is \$10.65 per hour if benefits are paid and \$12.25 per hour if benefits are not paid or if health benefits are provided but the Covered Employer's contribution for the benefits is less than \$1.50 for each hour worked. The International Union of Operating Engineers Stationary Engineers Local 39 has been made aware of this recommendation.

**Policy Considerations:** This recommendation is consistent with the requirements for purchasing goods and services as detailed in Sacramento City Code Chapter 3.56. The Equal Benefits Ordinance (EBO) is applicable to this contract and the Contractor has affirmed his intent to comply. The Living Wage Ordinance is applicable to this contract per City Council Resolution 2006-740 and the Contractor has affirmed his intent to comply. Signed Declarations of Compliance are on file in the City Clerk's office.

**Commission/Committee Action:** Not applicable.

**Environmental Considerations:**

**California Environmental Quality Act (CEQA):** Under CEQA guidelines, continuing administrative or maintenance activities do not constitute a project and are therefore exempt from review.

**Sustainability Considerations:** Not applicable.

**Rationale for Recommendation:** Due to budget cuts over the past two years the frequency of mowing, restroom cleaning, and trash removal have been reduced at parks maintained by City staff. Maintenance levels would be further reduced Citywide if maintenance of these six contracted parks were to be absorbed by City Park Maintenance staff.

Attached is a tabulation of sealed bids received by the City Clerk for maintenance of the six parks per the specifications used in the bidding process.

**Financial Considerations:** The cost for the 12-month contract is in an amount not to exceed \$103,020. The total cost, if all renewal options are exercised, is in an amount not to exceed \$322,000. There are sufficient funds in the Fiscal Year (FY) 2009/10 operating budget for the initial year of the Contract.

**Emerging Small Business Development (ESBD):** Thirteen of the sixteen bids received were from City of Sacramento Certified Emerging/Small Businesses. Roush Landscape Services, the vendor recommended for award, is certified with the City of

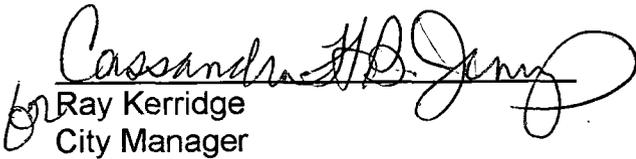
Sacramento as an Emerging/Small Business.

Approved by:



*for* James L. Combs  
Director, Parks and Recreation

Recommendation Approved:



for Ray Kerridge  
City Manager

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**ATTACHMENT 1**

**BID TABULATION SHEET**

Bid No. B101312001 Park Landscape Maintenance Services – North Natomas

Sealed Bids Received	<u>E/SBE</u>	Bid Evaluation Total with 5% E/SBE Preference (if applicable)	<u>Bid Total</u>
Roush Landscape Service	YES	97,869	<b>103,020</b>
Valley Landscape	YES	103,740	109,200
Zavala's Landscaping	YES	131,556	138,480
Odyssey Landscape	NO	133,693	133,693
A.V. Lawn Service	YES	135,835	142,984
Dominguez Landscape	YES	137,028	137,028
Essential Design Landscape	YES	140,163	147,540
California Landscape	YES	165,102	173,792
Moodey , Inc.	NO	181,550	181,550
Thompson Landscaping	YES	188,499	198,420
Parker Landscape Development	YES	188,608	188,608
JM Slover, Inc.	YES	226,769	238,704
Fallen Leaf Landscape	YES	230,280	242,400
Saenz Landscape	YES	349,695	368,100
City of Sacramento Park Maintenance	NO	365,425	365,425
Quality Landscape	YES	430,462	453,118

**Award of Contract To:** **Roush Landscape Services**  
**9989 Stirling Park Drive**  
**Sacramento, CA 95827**

**Total Not-to-Exceed Amount of 12-month Contract:** **\$103,020**      **E/SBE Vendor?    YES**  
**Total Not-to-Exceed Amount if all extension options exercised:** **\$322,000**

**Bid Due Date:** **December 2, 2009**  
**Using Department:** **Parks and Recreation**

**ATTACHMENT 2**

**BACKGROUND INFORMATION**

Since 2001 the City's park system has grown at a rapid pace. Rapid growth of the park system has presented many challenges related to the care and maintenance of City parks.

The primary challenge has been how to provide a consistent level of park maintenance service without substantial General Fund augmentations. To meet this challenge, City Council directed the Department of Parks and Recreation (DPR) to begin contracting for park maintenance services in new parks. In accordance with City Council direction, DPR began a *Contract Maintenance Pilot Program* in FY2004/05 by contracting maintenance in 18 parks.

On October 10, 2006 the City Council approved Resolution No. 2006-740 directing the DPR to phase out contracting for park maintenance services and transition to using City staff to maintain parks where maintenance was currently contracted. In addition, the resolution directed staff to continue contracting for park maintenance in new parks during the transition with the provision that the City require contractors to pay salaries and benefits as described in the City's Living Wage Ordinance regardless of dollar value of the contract or number of employees.

Subsequent budget cuts allowed the transition to be only partially realized with 12 of the 18 contracted parks being transitioned to in-house maintenance and the remaining six parks being maintained by contractors. These contracts expired at the end of December 2009 and this report recommends a new contract be awarded for maintenance of these six parks for a period of 12 months with the option to extend the contract for up to two additional 12-month terms for a total contract term not to exceed 36 months.

The six parks in North Natomas are Kokomo, Linden, Natomas Regional, Quail, Redtail Hawk, and Tanzanite. The contractor will be required to pay salaries and benefits as described in the City's Living Wage Ordinance regardless of dollar value of the contract or number of employees. The Living Wage rate for 2010 will be based on the rate from the immediately preceding year adjusted by the increase in the Consumer Price Index of the immediately preceding year. This is typically an increase of 1% to 3%. The Living Wage rate for 2009 is \$10.65 per hour if benefits are paid and \$12.25 per hour if benefits are not paid or if health benefits are provided but the Covered Employer's contribution for the benefits is less than \$1.50 for each hour worked. The International Union of Operating Engineers Stationary Engineers Local 39 has been made aware of this recommendation.

This acquisition was competitively bid in accordance with Chapter 3.56 of the City Code and Administrative Policy Instruction 1, "Procurement of Supplies and Non-Professional Service".

**RESOLUTION NO.**

Adopted by the Sacramento City Council

**January 12, 2010**

**CONTRACT: PARK MAINTENANCE AT SIX PARKS IN NORTH NATOMAS**

**BACKGROUND**

A. City Council directed the Department of Parks and Recreation (DPR) to begin contracting for park maintenance services in new parks. In accordance with City Council direction, DPR began a *Contract Maintenance Pilot Program* in Fiscal Year (FY) 2004/05 by contracting maintenance in 18 parks.

B. On October 10, 2006, the City Council approved Resolution No. 2006-740 directing the DPR to phase out contracting for park maintenance services and transition to using City staff to maintain parks where maintenance was currently contracted. In addition, the resolution directed staff to continue contracting for park maintenance in new parks during the transition with the provision that the City require contractors to pay salaries and benefits as described in the City's Living Wage Ordinance regardless of dollar value of the contract or number of employees.

C. Subsequent budget cuts allowed the transition to be only partially realized with 12 of the 18 contracted parks being transitioned to in-house maintenance and the remaining six parks being maintained by contractors. These contracts expired in December 2009.

D. Due to budget cuts over the past two years, the frequency of mowing, restroom cleaning, and trash removal have been reduced at parks maintained by City staff. Maintenance levels would be further reduced Citywide if maintenance of these six contracted parks (Kokomo, Linden, Natomas Regional, Quail, Redtail Hawk, and Tanzanite) were to be absorbed by City Park Maintenance staff. Therefore, this report recommends a new contract be awarded for maintenance of these six parks for a period of 12 months with the option to extend the contract for up to two additional 12-month terms for a total contract term not to exceed 36 months.

E. The contractor will be required to pay salaries and benefits as described in the City's Living Wage Ordinance regardless of dollar value of the contract or number of employees.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. A contract is awarded to Roush Landscape Services ("Contractor") in an amount not to exceed \$103,020 for a 12 month period with the option to extend for up to two additional 12-month terms for a total contract term not to exceed 36 months and a total amount not to exceed \$322,000.
- Section 2. The Contractor is required to pay salaries and benefits for services performed under the contract as described in the City's Living Wage Ordinance regardless of dollar value of the contract or the number of Contractor's employees.
- Section 3. The City Manager or his designee is hereby authorized to execute the contract and renewal options provided that sufficient funds are available in the budget adopted for the applicable fiscal year(s), and the Procurement Services Manager is authorized upon such execution to issue Purchase Orders, as necessary, to Roush Landscape Services.