



AGENDA MEMORANDUM

Action Item for the City Council Meeting May 12, 2020

DATE: May 12, 2020

TO: Peter Zaroni, City Manager

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<p align="center">Mowing and Grounds Maintenance for Parks Group 6, 7 and 8 and Storm Water Groups 7 and 8</p>

CAPTION:

Resolution authorizing five, 24-month service agreements, with one additional twelve-month option period for mowing and grounds maintenance of Parks and Recreation Parks Groups 6, 7 and 8 and Storm Water Groups 7 and 8 with each of the following vendors respectively: Manning Lawn Care and Landscaping, LLC for Parks Group 6 in an amount not to exceed \$98,890.00; Dorame General Repair & Lawn, LLC for Parks Group 7 in an amount not to exceed \$96,000.00 and for Parks Group 8 in an amount not to exceed \$44,000.00; Tony's Lawn Service for Storm Water Group 7 in an amount not to exceed \$47,960.00 and for Storm Water Group 8 in an amount not to exceed \$196,720.00, effective upon issuance of notice to proceed, with funding in an amount of \$39,815.00 available through the FY 2020 General Fund and \$40,780.00 available through the FY 2020 Storm Water Fund.

SUMMARY:

This resolution authorizes five, 24-month service agreements each with one additional twelve-month period for the mowing and grounds maintenance for City parks and parkways Groups 6, 7 and 8 and Storm Water Groups 7 and 8. If the option periods are exercised, the total contract amount for each contractor follows: Manning Lawn Care and

Landscaping, LLC will be an amount not to exceed \$148,335 for Parks Group 6; Dorame General Repair & Lawn, LLC will be an amount not to exceed \$210,000 for Parks Groups 7 and 8; and Tony's Lawn Service will be \$367,020 for Stormwater Groups 7 and 8. These services are necessary to maintain City parks, parkways, rights-of-way, triangles and medians to ensure that the grounds are safe, secure and presentable at all times and necessary to the highly visible, high traffic storm water areas.

BACKGROUND AND FINDINGS:

The mowing and grounds maintenance for City parks, street right of ways and storm water assist in ensuring that the grounds of each site are safe, secure and presentable at all times. The groups consist of City parks, parkways, rights-of-way, triangles and medians. The current contracts have been managed through the Parks and Recreation Department. As of March 1, 2020, due to the recent department transition, areas will be divided between Parks and Recreation and Public Works' Storm Water for these new contracts.

The Contracts and Procurement Department conducted a competitive Request for Bid process to obtain bids for new long-term contracts. The City received eight responsive, responsible bids, of which one bidder withdrew their bid for Park Group 8. Staff is recommending awards to the following Contractors: Manning Lawn Care and Landscaping, LLC for Parks Group 6, Dorame Repair & Lawn Care for Parks Group 7 and Parks Group 8 and Juan Antonio Galnarez dba Tony's Lawn Service for Storm Water Groups 7 and Storm Water Group 8 as the lowest responsive, responsible bidders.

Parks Group 6			Acres
1	Brookhill Park	13121 Shelton Blvd.	1.89
2	Hudson Park	8025 Erne	3.25
4	Labonte Park	6667 US Hwy 77	31.80
5	McNorton Park	1600 Marshall	0.57
6	Patterson Park	10213 N. Harrington	3.07
7	San Carlos Park	12650 Figueroa St.	2.00
9	Glen Royal	3646 Victory	0.81
10	Woodland Park	4204 Wandering Creek	1.56
Total			44.95

Parks Group 7			Acres
2	Brawner Parkway	Ramsey St. to Ocean Dr.	36.30
3	Dalhia Terrace North	1523 Clodah	0.40
4	Dalhia Terrace South	1522 Eunice	0.37
5	De Pineda Plaza	Agnes St and 21st St.	0.40
Total			37.47

Parks Group 8			Acres
4	Ennis Joslin Lots 1,2,3,4,5 & 6	Ennis Joslin & Alameda Medians & Corner	0.65
5	Ennis Joslin Right of Way	SPID to Ocean Dr. (3) on South Side and including walls & tree wells	3.18
7	Carmel Parkway	Santa Fe to Staples	6.81
Total			10.64

Storm Water Group 7			Acres
1	Agnes Right of Way	NPID to 2878 Agnes, West Side of Agnes along RR Tracks	13.25
2	Sign Shop	5425 Leopard St.	.89
3	Liberty Circle Right of Way	Liberty Dr. and Dover St.	0.14
4	Longview Triangle Right of Way	W. Longview & E. Longview	0.15
5	Woodlawn Triangle Right of Way	Leopard & Up River Rd.	0.16
6	Academy Sports ROW	4910 Williams Drive	0.05
7	O'Day ROW	.25 Miles NW of Weber on O'Day	0.05
8	Heizer Tri	10622 Veda Dr.	0.30
Total			14.99

Storm Water Group 8			Acres
1	Country Club Triangle	Edgewater and Country Club	0.32
2	Edgewater Triangle	Edgewater and Idylwood	0.35
3	Idylwood Triangle	Idylwood and Ebonwood	0.35
4	Shea Flynn Parkway	Tiger Ln. to Everhart/Everhart to Saratoga	28.97
5	Oso Parkway Right of Way	Oso Parkway, Yorktown to Staples	2.33
6	Spohn & Esplanade Dr.	Staples St. to Parkway Dr.	0.54
7	Park Road 22 NPI	JFK Cswy to end of Medians	11.85
Total			44.71

ALTERNATIVES:

An alternative would be to hire City staff and purchase additional equipment to do the work in-house. Based on previous expenditures through Parks and Recreation, the estimated cost for the Parks and Recreation Department, and now including Public Works, to execute the same or similar work with in-house crews would be an estimated startup cost of \$468,546.90 and an estimated \$249,866.88 for yearly salaries and benefits. Currently the departments do not have the appropriate staffing levels or equipment to maintain the areas.

FISCAL IMPACT:

The total amount for the Parks Contracts if the option years are exercised is a not to exceed amount of \$358,335. The total amount for the Stormwater contracts if the option years are exercised is a not to exceed amount of \$367,020. The fiscal impact for the Parks and Recreation Department in FY 2020 is an estimated amount of \$39,815.00 and the fiscal impact for Public Works in FY 2020 is an estimated amount of \$40,780.00 for the 24-month service agreements. The remaining estimated \$199,075.00 and \$203,900.00 will be budgeted in future years through the annual budget process.

FUNDING DETAIL:

Fund: 1020 General Fund
Organization/Activity: 12910 Park Operations
Mission Element: 141 Manage and Maintain Parks and Recreation Facilities
Project # (CIP Only): **N/A**
Account: 530225 Mowing and Grounds Maintenance
Cost: \$39,815.00

Fund: 4300 Storm Water
Organization/Activity: 32001 Storm Water Park and Recreation
Mission Element: 043 Storm Water
Project # (CIP Only): **N/A**
Account: 530225 Mowing and Grounds Maintenance
Cost: \$40,780.00

RECOMMENDATION:

Staff recommends approval of this resolution authorizing five, 24-month service agreements with one additional twelve month period to Manning Lawn Care and Landscaping, LLC, for Parks Group 6, Dorame General Repair & Lawn, LLC for Parks Group 7 and Parks Group 8 and Juan Antonio Galnarez dba Tony's Lawn Service for Storm Water Group 7 and Storm Water Group 8 as presented.

LIST OF SUPPORTING DOCUMENTS:

- Resolution
- Bid Tabulation
- Service Agreements