

Agenda Report

November 18, 2019

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: CONTRACT AWARDS TO GREENTECH LANDSCAPE, INC FOR LANDSCAPE MAINTENANCE SERVICES IN AREAS I AND III FOR DEPARTMENTS OF PUBLIC WORKS AND WATER AND POWER IN AMOUNTS NOT TO EXCEED \$1,539,846 AND \$140,635, RESPECTIVELY; AND TO SANI GROUP, INC., DBA BMC LANDSCAPE MANAGEMENT, FOR LANDSCAPE MAINTENANCE SERVICES IN AREA II FOR WATER AND POWER DEPARTMENT FOR AN AMOUNT NOT TO EXCEED \$203,695

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines in accordance with Article 19, Class 1, Section 15301, Existing Facilities, Subsection (h) which exempts maintenance of existing landscaping;
2. i) Accept the bid from Greentech Landscape, Inc. dated July 24, 2019 submitted in response to specifications for Landscape Maintenance for the Department of Public Works; ii) reject all other bids for Landscape Maintenance Area I; iii) authorize the City Manager to enter into a three-year contract for an amount not to exceed \$923,908 (which includes a 10% contingency of \$83,992); and iv) authorize the City Manager to extend the contract for up to two additional one-year terms in the annual amount of \$307,969 (which includes a 10% contingency of \$27,997), subject to the approval of the City Manager, for a maximum contract duration of five years and a total contract amount of \$1,539,846, inclusive of Consumer Price Index increases;
3. i) Accept the bid from Greentech Landscape, Inc. dated July 24, 2019 submitted in response to specifications for Landscape Maintenance for the Water and Power Department (Power Division); ii) reject all other bids for Landscape Maintenance Area III; iii) authorize the City Manager to enter into a three-year contract for an amount not to exceed \$84,381 (which includes a 10% contingency of \$7,671); and iv) authorize the City Manager to extend the contract for up to two additional one-year terms in the annual amount of \$28,127 (which includes a 10% contingency of \$2,557), subject to

the approval of the City Manager, for a maximum contract duration of five years and a total contract amount of \$140,635 inclusive of Consumer Price Index increases; and

4. i) Accept the bid from Sani Group, Inc., dba BMC Landscape Management dated July 24, 2019 submitted in response to specifications for Landscape Maintenance for the Water and Power Department (Water Division); ii) reject all other bids for Landscape Maintenance Area II; iii) authorize the City Manager to enter into a one-year contract for an amount not to exceed \$40,739 (which includes a 10% contingency of \$3,704); and iv) authorize the City Manager to extend the contract for up to four additional one-year terms in the annual amount of \$40,739 (which includes a 10% contingency of \$3,704), subject to the approval of the City Manager, for a maximum contract duration of five years and a total contract amount of \$203,695, inclusive of Consumer Price Index increases.

BACKGROUND:

The City of Pasadena provides landscape maintenance services to ensure clean and well-maintained parks, park land areas, median islands, government facilities and other landscape sites. The City has utilized private contractors for the past 26 years to provide landscape maintenance services at various City locations.

The Department of Public Works has collaborated with the Water and Power Department to develop bid specifications for landscape maintenance services. On January 31, 2011, the City Council awarded one large-scale landscape maintenance contract for City parks, libraries, water treatment plants, water wells, and parking lots. At that time, the City Council commented that bidding these sites as one large-scale contract might adversely impact smaller businesses from bidding on these maintenance locations. In 2014, the Department of Public Works then divided this Citywide contract opportunity into three smaller contract service areas. City Council then awarded three separate contract awards for the Department of Public Works and the Water and Power Department on March 17, 2014.

Responsive to the City Council's direction to create bidding opportunities to encourage smaller companies to compete with larger companies for landscape maintenance opportunities, the Departments continued to divide this Citywide contract opportunity into three smaller contract service areas. Accordingly, the bid specification states that the contract for each service area would be awarded to the lowest responsible and responsive bidder, allowing the potential for three individual contracts to be awarded.

City Contract Locations by Area:

- Landscape Maintenance Area I, Public Works Department Sites – one City park, 43 median islands, six library branches, and 18 other landscape sites.
- Landscape Maintenance Area II, Water Division Sites – 15 groundwater wells, 12 booster stations, 14 reservoirs, and five additional lots.

- Landscape Maintenance Area III, Power Division Sites – 12 power substations, Glenarm Power Plant, 2 administrative buildings, parking lot, and yard.

On June 12, 2019, a Notice Inviting Bids was posted on Planet Bids and the bid was published in the *Pasadena Journal* on June 20, 2019. Bidders had the opportunity to submit bids on any or all of the three landscape maintenance areas under the purview of the Department of Public Works, Water Division and/or Power Division. The City's Planet Bids posting generated notices to 525 vendors, 37 of which were Pasadena businesses. The City's Purchasing Division facilitated outreach to Pasadena businesses prior to and during the bid release including: hosting an orientation on the City's competitive bid process on June 14, 2019, providing early notification of the bid opportunity prior to the bid release, and mailing the bid notification to 35 Pasadena businesses. The bid was downloaded from Planet Bids by 37 vendors. Seven responses were received by the bid closing date of July 24, 2019; none were from Pasadena. The bid results for each Landscape Maintenance Area are as follows:

Bidder – Landscape Maintenance Area I	Annual Amount (\$)*
1. BrightView Landscape Services, Inc., Irwindale	\$181,381
2. Greentech Landscape, Inc., Whittier	\$279,972
3. Mariposa Landscapes, Inc., Irwindale	\$334,162
4. Far East Landscape and Maintenance, Inc., Mission Hills	\$373,778
5. Stay Green, Inc., Santa Clarita	\$393,352

Bidder – Landscape Maintenance Area II	Annual Amount (\$)*
1. Sani Group, Inc., Chatsworth	\$ 37,035
2. BrightView Landscape Services, Inc., Irwindale	\$ 50,692
3. L. Barrios and Associates, Inc., San Dimas	\$125,000
4. Stay Green, Inc., Santa Clarita	\$143,432
5. Greentech Landscape, Inc., Whittier	\$149,100
6. Far East Landscape and Maintenance, Inc., Mission Hills	\$155,854
7. Mariposa Landscapes, Inc., Irwindale	\$164,386

Bidder – Landscape Maintenance Area III	Annual Amount (\$)*
1. BrightView Landscape Services, Inc., Irwindale	\$13,583
2. Greentech Landscape, Inc., Whittier	\$25,570
3. Stay Green, Inc., Santa Clarita	\$39,038
4. Far East Landscape and Maintenance, Inc., Mission Hills	\$84,972
5. L. Barrios and Associates, Inc., San Dimas	\$91,340
6. Mariposa Landscapes, Inc., Irwindale	\$92,086

**Per Section 3.2 Evaluation of Bid of the June 12, 2019 Landscape Maintenance bid specification, in the event of a discrepancy and bid award, prices will be subject to adjustment by the City. The grand total price for all bidders are adjusted by unit price. Unit Prices have been rounded to the nearest whole number.*

Bids were evaluated based on the lowest grand total price submitted for each landscape maintenance service area. BrightView Landscape Services submitted bids for all three landscape maintenance areas. Although BrightView Landscape Services submitted the lowest bids for Areas I and III, BrightView Landscape Services withdrew their bids from consideration after discussions with City staff. On November 7, 2019, the City accepted BrightView's request to withdraw their bids and recommends contract awards for Areas I and III to Greentech Landscape, Inc. Greentech Landscape is the second lowest responsive and responsible bidder that met all of the required bid specifications for Areas I and III. Greentech Landscape, Inc. is not currently under contract for other work with the City of Pasadena.

Sani Group, Inc. dba BMC Landscape Management was the lowest responsive and responsible bidder for Area II. Sani Group, Inc. has performed landscape maintenance services for the Water and Power Department since Fiscal Year (FY) 2014 for a total compensation amount of \$316,585. Sani Group, Inc. is not currently under contract for other work with the City of Pasadena.

Staff has confirmed that the contractor's license and the Department of Industrial Relations status for both Greentech Landscape, Inc. and Sani Group, Inc. are in good standing. If approved by City Council, each contract will have a potential maximum contract duration of five years:

<u>Landscape Maintenance Area I Greentech Landscape, Inc.</u>	
Base Bid	\$1,399,860
Contingency Allowance (10%)	<u>\$ 139,986</u>
Contract Not to Exceed Amount	\$1,539,846

<u>*Landscape Maintenance Area II Sani Group, Inc. dba BMC Landscape Management</u>	
Base Bid	\$ 185,177
Contingency Allowance (10%)	<u>\$ 18,518</u>
Contract Not to Exceed Amount	\$ 203,695

**The Water and Power Department's Water Division is currently assessing its long term landscape needs and solicited as a short-term contract to allow for development of a work plan to manage its landscaping program requirements.*

<u>Landscape Maintenance Area III Greentech Landscape, Inc.</u>	
Base Bid	\$ 127,850
Contingency Allowance (10%)	<u>\$ 12,785</u>
Contract Not to Exceed Amount	\$ 140,635

COUNCIL POLICY CONSIDERATION:

This project is consistent with the City Council's goals to improve, maintain, and enhance public facilities and infrastructure, and to support and promote the quality of life and local economy.

ENVIRONMENTAL ANALYSIS:

The project is categorically exempt under CEQA pursuant to State CEQA Guidelines in accordance with Title 14, Chapter 3, Article 19, Class 1, Section 15301, Existing Facilities, Subsection (h), which provides exemptions for the maintenance of existing landscaping, native growth, and water supply reservoirs.

FISCAL IMPACT:

The total combined cost for all three contracts will be a maximum of \$1,884,176, if the additional terms are exercised. During the current FY it is anticipated that \$171,289 will be spent. The funding for this action currently exists within the budgeted appropriations in the Public Works PNR Division Operating Budget (10122045-811400), Water Division Operating Budgets (49507070-811400 and 42408050-811400), and Power Division Operating Budgets (48205910-811400, 44205490-811400 and 4240935-811400).

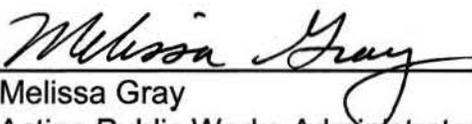
The following table represents a contract summary.

Expenditures	Area I	Area II	Area III
Base Bid	\$1,399,860	\$185,177	\$127,850
Contingency (10%)	\$ 139,986	\$ 18,518	\$ 12,785
Not to Exceed Contract Amount	\$1,539,846	\$203,695	\$140,635
Grand Total / Maximum Contract Cost	\$1,884,176		

Respectfully submitted,

for 
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Director of Public Works

Prepared by:


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Concurred by:


GURCHARAN S. BAWA
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Approved by:


STEVE MERMELL
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