

Agenda Report

October 16, 2023

TO: Honorable Mayor and City Council

FROM: Parks Recreation and Community Services Department

SUBJECT: PURCHASE ORDER CONTRACT AWARD TO NUTRIEN AG SOLUTIONS FOR AGRONOMIC FERTILIZER, SEED, AND HERBICIDE PRODUCTS FOR AN AMOUNT NOT TO EXCEED \$325,145

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the project is exempt from the California Environmental Quality Act (CEQA) pursuant to the CEQA Guidelines in accordance with Title 14, Chapter 3, Article 19, Class 1, Section §15031, Existing Facilities, and that there are no features that distinguish the project from others in the exempt class and, therefore, there are no unusual circumstances; and
2. i) Accept the bid dated September 6, 2023 submitted by Nutrien AG Solutions in response to specifications for agronomic fertilizer, seed, and herbicide; ii) reject all other bids; and iii) authorize the City Manager to enter into a purchase order with Nutrien AG Solutions in an amount not to exceed \$195,087 for a three-year period with the option for two additional one-year terms in the annual amount of \$65,029 subject to the approval of the City Manager, for a maximum contract length of five years and a total contract amount of \$325,145.

BACKGROUND:

The Parks, Recreation and Community Services Department (PRCS) purchases supplies for field renovation and weed abatement programs. Fertilizers and turf seeds are utilized for field renovations to ensure the 16 athletic fields in the City are in excellent and playable conditions. These fields operate as high-use, multipurpose fields that host athletic competitions, recreation, and community events, including concerts and Rose Bowl game day activities. As part of the proactive weed abatement program, PRCS applies herbicide to all City maintained parks, medians, rights-of-way, and libraries. Herbicide is used by certified City staff and is done routinely as a preventative maintenance effort on an as-needed basis.

On August 17, 2023, a Notice Inviting Bids was published in *The Pasadena Journal and Pasadena Independent* and posted on OpenGov. A total of 2,810 vendors received the

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notice and 14 vendors downloaded the formal bid specifications. Three responses were received by the bid closing date of September 6, 2023. No submissions were received from local Pasadena vendors.

The bid results are as follows:

Bidder	Location	Annual Amount (\$)
1. Nutrien AG Solutions	Sacramento, CA	\$65,029
2. SiteOne Landscape Supply	Cleveland, OH	\$68,398
3. Ewing Irrigation Products Inc	Phoenix, AZ	\$70,176

Nutrien AG Solutions was the lowest responsive bidder that met all the required specifications for agronomic fertilizer, seed, and herbicide. The City has previously conducted business with Nutrien AG Solutions from 2015 - 2022 and issued purchase orders totaling \$227,262 for fertilizer, seed, and herbicide.

PRCS recommends that the City Council authorize a purchase order contract with Nutrien AG Solutions, for the purchase of fertilizer, seed, and herbicide materials for a three-year period in an amount not to exceed \$195,087. The contract may be extended for two additional one-year terms not to exceed \$65,029 annually, with the approval of the City Manager and without further City Council action for a total cost of \$325,145.

COUNCIL POLICY CONSIDERATION:

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

ENVIRONMENTAL ANALYSIS:

The proposed project is exempt from CEQA pursuant to State CEQA Guidelines in accordance with Title 14, Chapter 3, Article 19, Class 1, Section §15031, Existing Facilities. Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The fertilizer, seed, and herbicide purchases associated with this contract award would be used for the continuing maintenance of the City's existing athletic fields. No expansion in use of the fields would occur. The organic and non-organic herbicide products are registered chemicals with the Environmental Protection Agency. PRCS staff apply the herbicide according to the product label and wear applicable personal protective equipment.

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FISCAL IMPACT:

The maximum cost of this action will be \$325,145 if all options are exercised. Funding for this action will be addressed by the utilization of existing budget appropriations in the Parks, Recreation, and Community Services Department Operating Budget (Acct. 10118071 – 810100).

The purchase order contract amounts are as follows:

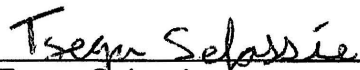
	Year 1 to 3	Year 4 Optional 1st Extension	Year 5 Optional 2nd Extension	Total
Base Bid	\$195,087	\$65,029	\$65,029	\$325,145

Respectfully submitted,



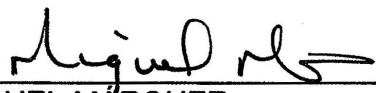
KOKO PANOSSIAN, Director
Parks, Recreation & Community Services

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MIGUEL MARQUEZ
City Manager