

**MEMORANDUM
DEPARTMENT OF FACILITY SERVICES
COUNTY OF PLACER**

To: **BOARD OF SUPERVISORS**

Date: **NOVEMBER 20, 2012**

From:  **JAMES DURFEE / MARK RIDEOUT** 

Subject: **CALIFORNIA LANDSCAPE ASSOCIATES, INC. – MAINTENANCE SERVICES AGREEMENT**

ACTION REQUESTED / RECOMMENDATION:

1. Reject all bids received on February 15, 2012 for Bid Number 10149 for street-side grounds maintenance services in Granite Bay; and,
2. Approve a 2-1/2 year Maintenance Services Agreement with California Landscape, Inc. for street-side grounds maintenance services in the Granite Bay area in an amount not to exceed \$119,035, funded by County Service Area revenues and a budgeted net County cost of \$10,000, for the period from January 1, 2013 through June 30, 2015, and authorize the Chair to execute the Agreement on behalf of your Board.

BACKGROUND: The Parks Division currently maintains landscaping in the median of Douglas Boulevard, from Auburn Folsom Road to Cavitt Stallman Road, and adjacent to several subdivisions on the north side of Douglas Boulevard. These subdivisions are Alexandria Estates, Douglas Ranch, Granite Creek, Grosvenor Downs, Pheasant Grove, Quail Oaks I, Quail Oaks III, and Stratford Downs. In addition to these areas, the Parks Division maintains the new Douglas Pathways landscaping that was recently installed in the same vicinity. Grounds maintenance services at these sites includes caring for turf areas, picking up litter, pruning, and spraying weeds.

Area residents pay for services at most of these sites through County Service Area (CSA) assessments, and the Douglas Pathways maintenance is funded as a budgeted county cost. Because most of the CSA zones were established in the late 1980s and early 1990s, only four of the nine CSA assessments include cost-of-living increases. This static revenue level coupled with inflation has made it increasingly difficult for the Parks Division to maintain all of these landscaped areas within budget, resulting in gradually declining service levels.

To address these circumstances, Facility Services received approval from your Board to solicit bids for these landscape maintenance services. Bid solicitations were advertised and bid documents were sent to eighteen (18) trade contractors and eight (8) building exchanges. Bids were opened by Procurement Services on February 9, 2012, resulting in four (4) bids. The numerical low-bid contractor was non-responsive, and the remaining three bids substantially exceeded the available funding in the various County Service Areas for these maintenance services.

Facility Services began working with Procurement Services to explore options for securing a contract within the funding parameters. Procurement Department staff advised Facility Services that Purchasing Policy Manual (PPM) Section 1.3(e) (3) allows the County to purchase goods or services from a vendor that has a contract with another public agency and can provide sufficient evidence that the contract is current, was awarded as a result of a competitive process, and the price and quality of the goods and services to be purchased are equal to the pricing, terms, and specifications listed in the contract.

The City of Rocklin recently conducted a competitive bid process to hire landscaping firms for similar landscape maintenance work in the City. Considering the bids received and the available funding, Parks determined that contracting with the City of Rocklin's contractor is the most expeditious and cost effective manner to deliver these services. On June 12, 2012, the Rocklin City Council agreed to amend their contracts to request the contractors to extend pricing, terms and conditions to other government agencies. Facility Services staff requested and received proposals from the two companies that the City identified as low bidders. The result of this solicitation identified California Landscape, Inc. as the low bidder for the subject services. Parks has incorporated the California Landscape Inc. Rocklin City pricing structure into a 2-1/2 year contract with this firm, which will commence January 1, 2013. The total cost for this Agreement shall not exceed \$119,035, and is detailed in the attached contract breakdown (Exhibit A). A copy of the Agreement is available for review at the Clerk of the Board's office.

ENVIRONMENTAL CLEARANCE: The Maintenance Services Agreement is categorically exempt from CEQA, pursuant to Title 14, California Code of Regulations, Section 15301, which allows for the operation, repair, maintenance or minor alterations of existing facilities. The recommended action would not result in any new impact to the environment.

FISCAL IMPACT: Funds for the contract services are appropriated within the individual CSA Zones, with the Douglas Pathways component being funded by a budgeted county cost of approximately \$10,000 annually. Redirection of the labor currently assigned to the CSAs will incrementally increase charges to other CSAs and cost centers within the Parks Budget but will not result in a net increase in labor costs.

AVAILABLE FOR REVIEW AT THE CLERK OF THE BOARD'S OFFICE: MAINTENANCE SERVICES AGREEMENT

ATTACHMENT : EXHIBIT A – CONTRACT BREAKDOWN

JD:MR:JR:

CC: COUNTY EXECUTIVE OFFICE

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EXHIBIT A

CONTRACT BREAKDOWN

SITE	CONTRACT PERIOD January 1, 2013- June 30, 2013	CONTRACT PERIOD July 1, 2013- June 30, 2014	CONTRACT PERIOD July 1, 2014- June 30 2015
SITE 1 Douglas Median, Auburn Folsom Rd west to Cavitt Stallman Rd.	8,130.00	16,260.00	16,428.00
SITE 2 Alexandria Estates, West of Willowbrook Court and Douglas Blvd.	816.00	1,632.00	1,656.00
SITE 3 Douglas Blvd. Pathways & Landscape I, II, III, IV	2,052.00	4,104.00	4,140.00
SITE 4 Douglas Ranch, Douglas Blvd. and Douglas Ranch Dr.	2,520.00	5,040.00	5,088.00
SITE 5 Granite Creek, Douglas Blvd. and Granite Cove Dr.	1,272.00	2,544.00	2,580.00
SITE 6 Grosvenor Downs, Douglas Blvd. and Kingsgate.	652.50	1,305.00	1,305.00
SITE 7 Pheasant Grove, Douglas Blvd. between Quail Oaks III and Seeno Ave.	1,148.56	2,296.92	2,296.92
SITE 8 Quail Oaks I, Douglas Blvd. and Quail Oaks Dr.	655.62	1,311.24	1,311.24
SITE 9 Quail Oaks III, Douglas Blvd. between Quail Oaks I and Pheasant.	297.96	595.92	595.92
SITE 10 Stratford Downs, Douglas Blvd. and Dover Dr.	600.18	1,200.36	1,200.36
BASE PAYMENT (BY CONTRACT PERIOD)	\$18,144.82	\$36,289.44	\$36,601.44
TOTAL BASE PAYMENT			\$91,035.70
ADDITIONAL SERVICES			\$27,999.30
TOTAL CONTRACT AMOUNT			\$119,035.00

