



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: June 1, 2021

TO: Christine Daniel, City Manager

FROM: Mary Grace Houlihan, Public Works Director

SUBJECT: Resolution Of The City Council Of The City Of Emeryville Authorizing The City Manager To Enter Into A Maintenance Contract With Rubicon Landscape Corporation In An Amount Not To Exceed \$150,117 For City-Wide Landscape Maintenance For Fiscal Year 2021/22

RECOMMENDATION

Staff recommends that the City Council adopt the above-entitled resolution.

BACKGROUND

The City contracts for the maintenance of landscaping at all City facilities, various parks, median islands and greenways throughout the City. The specifications for maintenance require the use of Bay Friendly practices and that the landscape contractor has Bay-Friendly Qualified Landscape Professionals on staff and assigned to the City of Emeryville contract. The landscape areas included for contract maintenance are those shown in Exhibit "A" of the attached Landscape Maintenance Contract. All other City owned landscape areas are maintained by City Public Works crews.

Many of the City's landscaped areas are in need of work beyond the routine monthly maintenance. These tasks include re-planting, re-seeding, heavy pruning and other improvements that will bring them back to expected standards. Some of these areas are along the Greenway, Park Avenue, Early Childhood Development Center, Doyle Street Streetscapes, and the traffic circles and green infrastructure in the Triangle Neighborhood.

The City periodically releases a Request for Proposals (RFP) for Landscaping Maintenance Services, the last one being May of 2017, which granted the City Manager authority to enter into an annually renewable contract through FY 2021/22.

The City received three proposals, of which the Rubicon Landscape Corporation was deemed to be the most responsive.

Subsequently, on June 20, 2017, the City Manager entered into a maintenance contract with Rubicon Landscape Corporation for landscape maintenance of designated city-owned parks and open space.

DISCUSSION

The Proposed Agreement for FY 21-22 conforms to the RFP provisions that allow for the City to enter into additional annual contracts through fiscal year 2021/2022, providing the Contractor with a cost of living adjustment based on the Bay Area Consumer Price Index, to a maximum of 5% per year.

The proposed total contract amount for FY 2021-22 is in the amount of \$150,117, which is divided into two operating areas:

1. Routine Landscaping Services: \$130,797. This amount includes the total annual price for routine maintenance of the areas listed in Exhibit "A" of the Maintenance Contract. Of this amount, \$3,852 is for maintenance of Caltrans Right of Way at Powell Street and is subject to reimbursement by Caltrans.
2. An allowance in the amount of \$20,000 to cover unanticipated replacement planting, irrigation system and vandalism repair. Extras associated with the Caltrans Right of Way at Powell Street and is subject to reimbursement by Caltrans

FISCAL IMPACT

The total contract amount for fiscal year 2021/22 is \$150,117 and funding has been included in the proposed FY 2021/22 operating budget as follows:

Dept Code	Fund	Amount
1900	101-77020	\$11,668
2100	101-77020	\$2,179
3000	101-77020	\$4,207
5200	SR 230	\$3,083
4060	77020	\$128,980

Maintenance of the CALTRANS rights-of-way is reimbursable from CALTRANS as part of the Delegated Highway Maintenance Agreement for the CALTRANS right-of-way at the I-80 Interchange.

STAFF COMMUNICATION WITH THE PUBLIC

No staff communication with the public in this matter.

PREPARED BY: Mary Grace Houlihan, Director for Public Works

APPROVED AND FORWARDED TO THE CITY COUNCIL OF THE CITY OF EMERYVILLE:



Christine Daniel, City Manager

ATTACHMENTS

- Draft Resolution
- Rubicon Landscape Maintenance Contract, FY 2021/22
- Exhibit A – Rubicon Landscape Maintenance Contract FY 21-22 Scope of Work
- Exhibit B - Contract Insurance Requirements
- Exhibit C - Other Requirements