



Staff Report

TO: City Council
FROM: Elizabeth Gibbs, Community Services Director
DATE: June 15, 2021
SUBJECT: **First Amendment to the Agreement for Maintenance Services with Turboscape, Inc., in an Amount Not-To-Exceed \$150,000 for City-wide Mulching**

Background and Analysis:

In August 2020, City staff contacted several landscape maintenance contractors that specialized in the sale, delivery, and installation of wood mulch. Wood mulch is needed throughout the City to minimize weed growth and add a positive aesthetic appearance to the landscaped areas.

At that time, three companies responded to the request and submitted quotes based on a rate per yard of mulch. Amounts received varied from \$36 per yard to \$50 per yard of installed mulch. After reviewing the quotes, the individual contractors were contacted to ascertain their ability to handle the installation of large quantities of mulch in a timely manner. It was determined that the lowest, most responsive bidder that could best meet the delivery needs of the City is Turboscape, Inc.

On September 15, 2020, City Council approved an agreement for maintenance services to Turboscape, Inc., in an amount not-to-exceed \$100,000 and a termination date of June 30, 2021 (Attachment A). This contract was awarded in accordance with the Beaumont Municipal Code Chapter 3.01.040, which requires an informal bidding procedure for maintenance work and other general service projects with cost estimates between \$45,000 and \$175,000.

On June 1, 2021, City Council adopted the FY2022 City-wide budget, which included an allocation for mulching throughout the City's parks and rights-of-way. City staff recommends that City Council continue a maintenance services agreement with Turboscape, Inc., through next fiscal year for City-wide mulching services.

Fiscal Impact:

Mulching installation costs are included in the adopted FY2022 budget and allocated under account 100-6050-7070-0000. The estimated costs to prepare this staff report is \$340.

Recommended Action:

Approve the first amendment to the Agreement for Maintenance Services for wood mulch installation to Turboscape, Inc., in an amount not-to-exceed \$150,000 and authorize the City Manager to execute the amendment on behalf of the City; and

Authorize City staff to issue a purchase order in that amount.

Attachments:

- A. Agreement for Maintenance Services
- B. First Amendment to the Agreement for Maintenance Services