



STAFF REPORT
6/24/2020

TO: Honorable Mayor and City Council Members

FROM: Maritza Martinez, Director of Public Works

SUBJECT: Authorize the City Manager to Execute a Contract with Urban Habitat Environmental Landscapes for Landscape Maintenance within Areas 1-38 Landscape and Lighting Maintenance District (LLMD) in the amount of \$570,052.92 plus 15% contingency for vandalism and extra work necessary to maintain Districts.

STAFF RECOMMENDATION:

Authorize the City Manager to Execute a Contract with Urban Habitat Environmental Landscapes for Landscape Maintenance within Areas 1-38 Landscape and Lighting Maintenance District (LLMD) in the amount of \$570,052.92 plus contingency for vandalism and extra work necessary to maintain Districts.

BACKGROUND:

The City of Coachella annually levies and collects special assessments in order to maintain the improvements within the City's thirty-eight (38) LLMD. These Districts were formed in various years starting in 1980 and levied annually pursuant to the Landscape and Lighting Act of 1972, Part 2 Division 15 of the California Streets and Highway Code. The assessments are based on the historical and estimated costs to maintain the improvements that provide a direct and special benefit to properties within each District. The various improvements within the Districts and the costs of those improvements are identified and budgeted separately, included all expenditures, deficits, surpluses, revenues, and reserves as well as capital improvements. Each parcel within a District is assessed proportionately for only those improvements provided in that specific District, and for which the parcel receives the benefit.

DISCUSSION/ANALYSIS:

The award of the contract was based upon the qualifications, references and the bid price. These Areas went out to formal bid on February 8, 2017 and publicly opened on March 21, 2017 at 3:00 p.m. Urban Habitat was selected as the most qualified respondent based on the RFP scoring criteria for the LLMD Landscape Maintenance RFP. The current agreement allows for up to two one-year additional terms. Staff is satisfied with the current level of service and is

recommending award of a one-year term extension with all other terms (compensation) staying the same as original awarded maintenance agreement.

FISCAL IMPACT:

Approval of the contract would have no adverse impact to the General Fund and would be fully funded from specific LLMD Areas. A total annual amount of \$570,052.92 plus a 15% contingency for vandalism and extra work are accounted for within separate 160 fund account.