



Folsom City Council Staff Report

MEETING DATE:	12/12/2023
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 11143 – A Resolution Rejecting All Proposals for Maintenance of Parks, Trails & Pet Stations, and Public Works Areas
FROM:	Parks and Recreation Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends the City Council approve Resolution No. 11143 – A Resolution Rejecting All Proposals for Maintenance of Parks, Trails & Pet Stations, and Public Works Areas.

BACKGROUND / ISSUE

The City of Folsom Parks and Recreation Department is dedicated to the quality of life for our residents and the stewardship of our parks, trails, and natural open spaces. Over the past several years, staff have utilized contracts to maintain landscape maintenance of parks, trails, open space and public work areas.

Our contract agreement with the existing vendor is currently up for renewal. Staff started the Request For Proposal (RFP) process in late August. The Parks and Recreation Department proceeded with the procurement process with minimal changes for levels of service. All responding contractors provided proposals with average annual costs that exceed the department's budget allocation ranging from 22% to 59% . Because of the costs, it was determined that staff needed to create a reduced scope of service levels in line with our budget allocation.

POLICY / RULE

In accordance with Chapter 2.36 of the Folsom Municipal Code, City Council approval is required for contracts in excess of \$70,952.

In accordance with Folsom Municipal Code section 2.36180, the City Council may reject all proposals when it is for good cause and in the best interest of the City.

ANALYSIS

On September 11, 2023, the Parks and Recreation Department advertised on CIPLIST.com and the City of Folsom website the availability of a landscape maintenance contract that will service the City’s Parks, Trails & Pet Stations, and Public Works Areas. The city requested both qualifications and a proposal from contractors for the advertised bid package. As part of the outreach process, staff sent targeted emails to contractors and landscape maintenance firms

The overall bid process consisted of the following steps:

- Posting of bid package: September 11, 2023
- Mandatory Pre-Bid meeting: October 10, 2023
- RFQ/RFP’s Due to City: October 27, 2023 (3:00 PM)
- Interviews of Qualified Contractors: November 16, 2023
- RFP’s of Qualified Contractors Opened: November 13, 2023
- Notice of Award: November 17, 2023

Some of the notable updates we made to this contract package from the prior year were creating more defined coverage maps and clarifying what areas receive what type of service (i.e., hardscape, non-sports turf, sports turf, shrub beds, play areas). Staff reviewed each park and calculated the exact quantities of each asset type to be maintained within each area.

The City received three responses to the RFQ package from BrightView, TerraCare, and Elite Landscape. The evaluation process was comprised of four factors following our current procurement process. The first phase was the independent evaluation of their request for qualifications by three staff members. The second was a panel interview consisting of 5 scored questions. Third was calling their references and having them rate the contractor in different areas. The last factor that was considered was price. Based on these four criteria, staff scored and ranked the firms as shown in the table below:

Table 1 – RFQ/RFP Scores

	Terracare	Elite Landscape	BrightView
RFQ SCORE	20	18	23
INTERVIEW SCORE	17.125	16.875	23.75
REFERENCE SCORE	21.25	20	22
COST	25	24.6	19.18
TOTAL	83.375	79.475	87.93

Company	Average Annual Cost
Terracare	\$ 1,275,503.08
Elite	\$ 1,296,139.68
Brightview	\$ 1,662,418.72

The average yearly maintenance cost across the proposed 3-year term is shown in Table 2. Costs are currently outside of the department current budget allocation.

Due to the funding gap, staff is requesting the City Council reject all proposals. Staff will repeat the process with reduced service levels and bid alternates. Staff will continue a month-to-month agreement with the current vendor and begin to prepare an updated RFP in preparation of the upcoming budget cycle.

FINANCIAL IMPACT

There should be no impact on the budget if the City Council approves the recommendation to reject all proposals for maintenance of Parks, Trails & Pet Stations, and Public Work Areas.

ATTACHMENT

Resolution No. 11143 – A Resolution Rejecting All Proposals for Maintenance of Parks, Trails & Pet Stations, and Public Works Areas

Submitted,

Kelly Gonzalez,
Parks & Recreation Director

Attachment 1

RESOLUTION NO. 11143

A RESOLUTION REJECTING ALL PROPOSALS FOR MAINTENANCE OF PARKS, TRAILS & PET STATIONS, AND PUBLIC WORKS AREAS

WHEREAS, the existing agreement with Terracare Associates is set to expire December 31st 2023; and

WHEREAS, the City of Folsom solicited proposals advertising the availability of the contract for Parks, Trails & Pet Stations, and Public Works Areas; and

WHEREAS, upon review of the submitted proposals all responding firms costs exceed our available budget; and

WHEREAS, staff will be revising the scope and specification and readvertising the reduced scope to be in alignment with the available budgeted funds; and

WHEREAS, staff recommends that the City Council reject all bids and repost the Request for Proposal; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Folsom that all proposals received through the public Request for Proposal process for maintenance of our Parks, Trails & Pet Stations, and Public Works Areas are hereby rejected.

PASSED AND ADOPTED this 12th day of December, 2023, by the following roll-call vote:

AYES: Councilmember(s):
NOES: Councilmember(s):
ABSENT: Councilmember(s):
ABSTAIN: Councilmember(s):

Rosario Rodriguez, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

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