



Folsom City Council Staff Report

MEETING DATE:	6/14/2022
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 10873 – A Resolution Authorizing the City Manager to Execute an Agreement with BrightView Landscape Services for Landscaping and Lighting Districts, Community Facilities Districts, and Folsom Plan Area Landscapes for the City of Folsom and Appropriation of Funds
FROM:	Parks and Recreation Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends the City Council approve Resolution No. 10873 - A Resolution Authorizing the City Manager to Execute an Agreement with BrightView Landscape Services for Landscaping and Lighting Districts, Community Facilities Districts, and Folsom Plan Area Landscapes for the City of Folsom and Appropriation of Funds.

BACKGROUND / ISSUE

On March 31, 2022, the Parks and Recreation Department advertised on CIPlist.com and the City of Folsom website the availability of two landscape maintenance contracts that will service the City's Landscaping and Lighting Districts, Community Facilities Districts, and the Folsom Plan Area Landscaping. The city requested both qualifications and a proposal (RFQ/RFP) from perspective contractors for this bid package.

As part of the city's outreach, staff sent targeted emails to those contractors who over the last years requested to be on our bidder's list to inform them of the availability and details of upcoming contracts, as well as other landscape maintenance firms in our area that could be interested in submitting a proposal and their qualifications.

POLICY / RULE

In accordance with Chapter 2.36.090 (A)(1) and 2.36.120 of the Folsom Municipal Code, professional services are not subject to competitive sealed bidding requirements, and those costing \$66,141 or greater shall be awarded by City Council.

ANALYSIS

The City currently contracts for landscape maintenance in these areas and this contract is a continuation of those services. The overall bid process consisted of the following steps:

- Posting of bid package: March 31, 2022
- Mandatory Pre-Bid meeting: April 13, 2022
- RFQ/RFP's Due to City: May 6, 2022 (4:00 PM)
- Interviews of Qualified Contractors: May 12 7 13, 2022
- RFP's of Qualified Contractors Opened: May 16, 2022
- Notice of Award: May 17, 2022

Some of the notable changes to this contract package from the prior contracts was more defined details about the maintenance areas. Staff went district by district creating overlays to calculate exact quantities of areas to be maintained as well as identified the levels of maintenance each area will receive (i.e., Streetscapes, quarterly weed abatement areas, trails, dog stations & trash cans, biofiltration areas, and vegetative swales)

The city received responses to the RFQ/RFP package from BrightView, TerraCare, New Image, and JG Landscaping. The evaluation process was comprised of three factors. The first phase was the independent evaluation of their request for qualifications by three staff members. The second was a panel interview consisting of 10 scored questions. The last factor that was taken into account was price. Based on these three criteria we scored and ranked the firms as shown in the table below:

	Terracare	JG Landscaping	New Image	BrightView
RFQ SCORE	78	81.83	69	92.5
INTERVIEW SCORE	75.83	78	84	97
COST	22.29	50	1.5	21.5
TOTAL	176.12	209.83	154.5	211

Pursuant to the existing agreement with Terracare, the City has been operating on a month-to-month basis to maintain contract services in the interim until the new contract is adopted. The proposed three-year agreement allows for two, one-year extensions based on successful service and adherence to specifications in the original agreement. The proposed agreement is expected to begin on July 1, 2022. Agreement extensions after the three-year base agreement will each be reconsidered for approval by the City Council.

FINANCIAL IMPACT

While this is a professional services agreement, staff will highlight the cost comparisons of the proposals. The yearly maintenance cost as included in each proposal is shown below:

Company	Proposal Annual Maintenance Cost
Terracare	\$2,894,976.00
JG Landscaping	\$1,290,933.32
New Image	3,529,607.00
Brightview	2,994,508.68

With Brightview being the highest ranking on the RFQ and interview process, staff proceeded to discuss the proposed yearly maintenance cost with them as there was a significant increase over the estimated budgets. Recognizing the estimated budgets were based on current costs for service which were established over three years ago, staff expected costs to increase but wanted to ensure the scope of work and available funding were in alignment. Staff reviewed current levels of service and the proposed scope of services for all the maintenance areas (streetscapes, open space, turf, weed abatement, etc.) and determined that there could be savings achieved with some modified scope requirements without reducing the overall quality of service and city expectations. Staff proposed several scope adjustments in such areas as less visible slope or landscape areas as well as modified maintenance frequencies for less dense open space areas. No modifications to scope were made to the areas of highest visibility, public safety, fire safety, general weed control, etc.

As a result of some modifications to the scope of work, Brightview tailored their proposed maintenance costs which resulted in a revised yearly cost (that would not be adjusted for the first three years) to \$1,987,666.23. This is the amount being proposed for the new agreement. In addition, this agreement allows for unscheduled services in FY 2022-23 such as plant replacements, fence repairs, irrigation repairs, etc., in the amount, not to exceed, \$430,000. All unscheduled work is approved by the Landscape Services Manager prior to work beginning and contractor is not entitled to such funds unless authorized by the City.

In reviewing each district’s fund balance, adequate funding is available in all of the districts however, new allocations will be needed in twenty-two of the thirty districts. The baseline amount already proposed in the existing budget is \$1,513,115.95. The amount that is needed to augment the baseline budget is \$474,550.28. The total contract amount would then be 1,987,666,23. The other eight districts (Prairie Oaks Ranch, Prairie Oaks Ranch No.2, American River Canyon North No. 3, The Islands at Parkshore, Folsom Heights, Folsom Heights No. 2, Folsom Plan Area CFD 19, Folsom Plan Area CFD 23) have adequate funds already budgeted. As such, additional funds will need to be appropriated in the FY 2022-23 L&L and CFD budgets. Districts requiring appropriations are outlined in the table provided below:

District	Fund Number (s)	New Cost	Estimated Budgets	New Allocation	Original Budget Total	New Budget Total
ARC North #2	267	\$ 105,094.58	\$ 56,500.00	\$ 48,594.58	\$ 139,256.00	\$ 187,850.58
Blue Ravine Oaks	250, 278	\$ 22,080.06	\$ 17,500.00	\$ 4,580.06	\$ 19,397.00	\$ 23,977.06
Broadstone #3	266	\$ 390,555.61	\$ 225,000.00	\$ 165,555.61	\$ 1,244,240.00	\$ 1,409,795.61
Broadstone 1, 2, & 4	210, 282	\$ 291,404.10	\$ 180,000.00	\$ 111,404.10	\$ 255,161.00	\$ 366,565.10
Cobble Hills Ridge II	214	\$ 25,218.38	\$ 20,000.00	\$ 5,218.38	\$ 54,046.00	\$ 59,264.38
Natoma Station	207	\$ 101,443.36	\$ 95,000.00	\$ 6,443.36	\$ 241,174.00	\$ 247,617.36
Willow Creek Estates South	252	\$ 76,442.54	\$ 25,000.00	\$ 51,442.54	\$ 266,790.00	\$ 318,232.54
Willow Springs	262	\$ 89,488.17	\$ 68,050.00	\$ 21,438.17	\$ 177,750.00	\$ 199,188.17
Briggs Ranch	205	\$ 66,042.95	\$ 45,000.00	\$ 21,042.95	\$ 102,612.00	\$ 123,654.95
Cobble Ridge	234	\$ 8,186.67	\$ 7,500.00	\$ 686.67	\$ 17,592.00	\$ 18,278.67
Folsom Plan Area- (CFD 18)	288	\$ 304,082.11	\$ 300,000.00	\$ 4,082.11	\$ 901,369.00	\$ 905,451.11
Hannaford Cross	212	\$ 16,961.76	\$ 11,500.00	\$ 5,461.76	\$ 28,438.00	\$ 33,899.76
Lake Natoma Shores/Preserve	213	\$ 17,637.84	\$ 7,000.00	\$ 10,637.84	\$ 23,173.00	\$ 33,810.84
Los Cerros	204	\$ 27,641.70	\$ 26,500.00	\$ 1,141.70	\$ 91,632.00	\$ 92,773.70
Natoma Valley/The Knolls	232	\$ 39,856.36	\$ 39,000.00	\$ 856.36	\$ 57,500.00	\$ 58,356.36
Prospect Ridge	285	\$ 14,669.94	\$ 8,000.00	\$ 6,669.94	\$ 27,769.00	\$ 34,438.94
Sierra Estates	231	\$ 8,532.70	\$ 4,500.00	\$ 4,032.70	\$ 17,445.00	\$ 21,477.70
Silverbrook	237	\$ 6,380.44	\$ 3,155.00	\$ 3,225.44	\$ 10,770.00	\$ 13,995.44
Steeplechase	251	\$ 14,300.28	\$ 14,000.00	\$ 300.28	\$ 46,366.00	\$ 46,666.28
The Residences at ARC/ ARC 2	271	\$ 14,905.06	\$ 14,000.00	\$ 905.06	\$ 31,866.00	\$ 32,771.06
Willow Creek Estates East	249, 284	\$ 55,830.68	\$ 55,000.00	\$ 830.68	\$ 28,481.00	\$ 29,311.68
			Total:	\$ 474,550.28	\$ 3,782,827.00	\$ 4,257,377.28

For additional information about each districts total budget that includes all costs beyond the landscape maintenance contracts such as utilities cost, streetlight maintenance, irrigation maintenance, planned projects, etc., the two last columns of the table show what is reflected in this yearly engineers report that is approved by City Council annually.

ATTACHMENT

Resolution No. 10873 - A Resolution Authorizing the City Manager to Execute an Agreement with BrightView Landscape Services for Landscaping and Lighting Districts, Community Facilities Districts, and Folsom Plan Area Landscapes for the City of Folsom and Appropriation of Funds

Submitted,

Lorraine Poggione,
Parks & Recreation Director

RESOLUTION NO. 10873

A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH BRIGHTVIEW LANDSCAPE SERVICES FOR LANDSCAPING AND LIGHTING DISTRICTS, COMMUNITY FACILITIES DISTRICTS, AND FOLSOM PLAN AREA LANDSCAPES FOR THE CITY OF FOLSOM AND APPROPRIATION OF FUNDS

WHEREAS, the City of Folsom desires to enter into a professional services agreement for an initial period beginning July 1, 2022 through June 30, 2025, for landscape maintenance services in the City of Folsom Landscaping and Lighting Districts, Community Facilities Districts, and the Folsom Plan Area Landscapes; and

WHEREAS, the City of Folsom can, at its discretion based on successful completion of the initial agreement, extend the contract for up to two additional one-year extensions; and

WHEREAS, proposals were solicited in accordance with Folsom Municipal Code Section 2.36.100 and advertised on March 31, 2022; and

WHEREAS, BrightView Landscape Services was the most qualified contractor; and

WHEREAS, funds are available in the respective districts current fund balance and budgeted in the FY 2022-23 budget; and

WHEREAS, additional funds required to be allocated are available in each respective district fund balance, and

WHEREAS, the agreement will be in a form acceptable to the City Attorney; and

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute an agreement with BrightView Landscape Services for landscape maintenance in Landscaping and Lighting Districts, Community Facilities Districts, and Folsom Plan Area Landscapes in the amount of \$1,987,666.23 for scheduled services and \$430,000 for unscheduled services for FY 2022-23.

NOW, THEREFORE, BE IT FURTHER RESOLVED that the Finance Director is authorized to appropriate to each fund the amount listed on the attachment showing the appropriation amount as well as the total fund adjusted budget for FY 2022-23.

PASSED AND ADOPTED this 14th day of June 2022 by the following roll-call vote:

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

Kerri M. Howell, MAYOR

ATTEST:

Christa Freemantle, CITY CLERK

Attachment

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