



# Folsom City Council Staff Report

<b>MEETING DATE:</b>	1/10/2023
<b>AGENDA SECTION:</b>	Consent Calendar
<b>SUBJECT:</b>	Resolution No. 10967 - A Resolution Authorizing the City Manager to Execute Amendment No. 2 to the Agreement with Terracare Associates, LLC for the Maintenance of Parks, Trails and Pet Stations, and Streetscapes/Public Works areas for the City of Folsom
<b>FROM:</b>	Parks and Recreation Department

## **RECOMMENDATION / CITY COUNCIL ACTION**

Staff recommends the City Council approve Resolution No. 10967 - A Resolution Authorizing the City Manager to Execute Amendment No. 2 to the Agreement with Terracare Associates LLC for the Maintenance of Parks, Trails and Pet Stations, and Streetscapes/Public Works areas for the City of Folsom.

## **BACKGROUND / ISSUE**

In September of 2018, the City advertised multiple landscape maintenance contracts for City Parks, Trails and Pet Stations, Streetscapes/Public Works Areas, Landscaping and Lighting Districts, and the Folsom Plan Area on the City of Folsom Website and CIPList.com. The overall process consisted of the following steps:

- RFQs/RFPs available on September 26, 2018
- Advertised on September 26, 2018
- Mandatory Pre-meeting on October 9, 2018
- RFQs/RFPs due to City on October 26, 2018
- Internal Evaluation of RFQ's/questionnaire on Friday-Tuesday October 26-30, 2018
- Announcement of qualified contractor on October 31, 2018
- Interview of qualified contractor on November 9, 2018
- Opening of qualified cost proposals on November 9, 2018
- Reference Checks – November 12-16, 2018

The City received responses from three contractors (Terracare, Environmental Landscape Solutions, and BrightView). Each contractor's submitted qualifications were evaluated by City Staff and were ranked accordingly based on their qualifications and responsiveness to the request. Based on Terracare's qualifications and response they were deemed the most qualified. At the December 10, 2019 City Council Meeting, Resolution No. 10365 A Resolution Authorizing the City Manager to Execute an Agreement with Terracare Associates for Maintenance of Parks, Trails and Pet Stations, Streetscape/Public Works Areas, Landscaping and Lighting Districts, and Folsom Plan Area Landscapes for the City of Folsom was approved. The City then entered into an agreement with Terracare Associates, LLC for landscape maintenance services effective January 1, 2020. This agreement has provisions that allow for two one-year extensions based on satisfactory performance. This amendment is utilizing the second and final of the two, aforementioned extensions.

**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**

Over the last three-year period Terracare has provided acceptable and satisfactory landscape maintenance service to the City. As seen throughout the region, costs for goods and services have experienced significant increases. Utilizing this final available amendment is a fiscally better decision at this time. Staff is recommending moving forward with our final one-year extension which will yield anticipated cost savings over a newly bid proposal.

While there are active conversations around additional landscape maintenance approaches, there is nothing currently in place that can readily be implemented to augment current practices and achieve a similar level of service. Staff looks forward to continuing these conversations to find a balance between increased costs and expected levels of service.

**FINANCIAL IMPACT**

Sufficient funding is currently available for the remainder of Fiscal Year 2022-23 in the General Fund (Fund 010) within the Parks and Recreation Department, Municipal Landscape Services Division (3805) for the Parks, Trails and Pet Stations contracts, and the Public Works Streets Division for the Streetscapes/Public Works Areas. Funding for the continuation of this contract will be addressed through the Fiscal Year 2023-24 budget process.

**ATTACHMENT**

Resolution No. 10967 - A Resolution Authorizing the City Manager to Execute Amendment No. 2 to the Agreement with Terracare Associates LLC for the Maintenance of Parks, Trails and Pet Stations, and Streetscapes/Public Works areas for the City of Folsom

Submitted,

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Lorraine Poggione,  
Parks & Recreation Director

**RESOLUTION NO. 10967**

**A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 2 TO THE AGREEMENT WITH TERRACARE ASSOCIATES, LLC FOR THE MAINTENANCE OF PARKS, TRAILS AND PET STATIONS, AND STREETSCAPES/PUBLIC WORKS AREAS FOR THE CITY OF FOLSOM**

**WHEREAS**, the City of Folsom entered into an agreement with Terracare Associates, LLC effective January 1, 2020, for landscape maintenance services; and

**WHEREAS**, the existing contract (172-21 20-004) between Terracare and the City provides for two, 1-year extensions; and

**WHEREAS**, this amendment will be the second and final allowed extension; and

**WHEREAS**, this amendment will extend the existing contract by one-year for the Parks, Trails and Pet Stations, and Streetscapes/Public Works Areas; and

**WHEREAS**, sufficient funds are available in the Fiscal Year 2022-23 General Fund; 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 amendment No.2 to the agreement with Terracare Associates, LLC for the maintenance of parks, trail and pet stations, streetscapes/public works areas; and

**PASSED AND ADOPTED** this 10<sup>th</sup> day of January, 2023, by the following roll-call vote:

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

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Rosario Rodriguez, MAYOR

ATTEST:

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Christa Freemantle, CITY CLERK