Folsom City Council
Staff Report

MEETING DATE:	1/9/2024
AGENDA SECTION:	Consent Calendar
SUBJECT:	Resolution No. 11153 - A Resolution Authorizing the City Manager to Execute an Amendment to the Agreement with Terracare Associates LLC for the Maintenance of Parks, Trails and Pet Stations, Streetscapes/Public Works areas for the City of Folsom
FROM:	Parks and Recreation Department

RECOMMENDATION / CITY COUNCIL ACTION

Staff recommends extending the existing contract with Terracare for 6 months and that the City Council adopt Resolution No. 11153 - A Resolution Authorizing the City Manager to Execute an Amendment to the Agreement with Terracare Associates LLC for the Maintenance of Parks, Trails and Pet Stations, Streetscapes/Public Works areas for the City of Folsom.

BACKGROUND / ISSUE

The City entered into a 2-year maintenance agreement with Terracare Associates in January of 2020 (Contract File No. 172-21 20-004). Since that time there have been two amendments to the agreement extending its terms for additional one-year periods, the last of which is set to expire December 31, 2023. Earlier this year staff assembled and posted an RFP advertising the availability of this contract as well as contacted maintenance firms that had expressed interest in the scope of work throughout the contract period. Upon receipt and review of the submitted proposals it became apparent to staff that sufficient funds would not be available in the current fiscal year, and that this work would need to be readvertised with a reduced scope to match the existing available funds. At the December 12, 2023, City Council meeting the council approved Resolution No. 11143 – A Resolution Rejecting All Proposals for Maintenance of Parks, Trails & Pet Stations, and Public Works Areas formally rejecting all submitted bids for these service areas. We then approached our current contractor and discussed what services they may be able to provide for the dollar amount we have available. We were able to come to

an agreement on a revised level of service for the remaining 6 months of the current fiscal year that is more in alignment with funds available, this is further described in the analysis section of this report.

POLICY / RULE

In accordance with Chapter 2.36.80 of the Folsom Municipal Code, contracts for supplies, equipment, services, and construction with an estimated value of $70,952 or greater shall be awarded by the City Council.

ANALYSIS

As described in the background section the city does not currently have sufficient funds to execute a new agreement with our current level of service. In this section, we have outlined the reduction in services that were necessary to get our existing budget to balance with the scope of services rendered under this agreement. These reductions specifically exclude programmable sports fields, focusing solely on general maintenance areas. This reduced service level will also be our starting point as we begin to assemble a revised RFP package that will be completed, posted, and awarded over this 6-month amendment period. The services that will be removed from our existing scope through this amendment and incorporated into our new revised RFP are described below:

- Removing all fertilization requirements, our current specification requires a minimum of 4 applications per year at a rate of 6 lbs. per 1,000 sqft.
- Removing broadleaf, and pre-emergent application. Weed control has traditionally been achieved by a combination of pre and post emergents.
- Reducing mowing frequency from weekly to Bi-weekly.
- Reducing edging frequency from weekly to monthly.
- Reduce Pruning from seasonally to annually.

Something of note is that as part of our new bid specification, we will be providing a bid sheet that will allow contractors to include costs on the above-described services as ad-alternates so in the case the proposals come in below budget, the city will have the opportunity to incorporate some of the removed or reduced services into the agreement.

FINANCIAL IMPACT

Adequate funding for this amendment and the maintenance of the Parks, Trails/Pet Stations, and Public Works Areas is available in the remainder of Fiscal Year 2023-24 in the General Fund (Fund 010) within the Municipal Landscape Services Division for the amount of $419,132.40, the Parks and Recreation Department's allocation of ARPA funding for the amount of $87,933.00, the Public Works Streets Division for the amount of $38,220.00, and the Environmental Water Resources Department (Fund 520) for the amount of $2,922.00.

Funding Source	Dollar Amount
Remaining parks maintenance budget:	$419,132.40
ARPA funding for parks maintenance contract:	$87,933.00
Remaining Public Works landscape budget:	$38,220.00
Remaining EWR landscape budget:	$2,922.00
Total Amendment cost:	**$548,207.40**

ATTACHMENT

Resolution No. 11153 - A Resolution Authorizing the City Manager to Execute an Amendment to the Agreement with Terracare Associates LLC for the Maintenance of Parks, Trails and Pet Stations, Streetscapes/Public Works areas for the City of Folsom

Submitted,

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Kelly Gonzalez, Parks & Recreation Director

RESOLUTION NO. 11153
A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AMENDMENT TO THE AGREEMENT WITH TERRACARE ASSOCIATES LLC FOR THE MAINTENANCE OF PARKS, TRAILS AND PET STATIONS, STREETSCAPES/PUBLIC WORKS AREAS FOR THE CITY OF FOLSOM

WHEREAS, the City of Folsom currently provides the maintenance and servicing of Parks, Trails and Pet Stations, and streetscapes/public works areas throughout the City and contracts with the private sector to provide maintenance services for said areas; and

WHEREAS, the current maintenance services agreement is set to expire on December 31, 2023; and

WHEREAS, the City of Folsom desires to amend the Maintenance Services Agreement with Terracare Associates for an additional 6-month period; and

WHEREAS, funds for the contract amendment are budgeted and available in the General Fund (010) and the Water Operating Fund (Fund 520) for Fiscal Year 2023-24 in an amount totaling $548,207.40;

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Folsom authorizes the City Manager to execute an Amendment to the Maintenance Services Agreement, in a form acceptable to the City Attorney, with Terracare Associates to continue additional landscape maintenance services in the amount of $548,207.40 for scheduled services for the period of January 1, 2024 through June 30, 2024.

PASSED AND ADOPTED this 9th day of January 2024 by the following roll-call vote:

AYES: Councilmember(s)

NOES: Councilmember(s)

ABSENT: Councilmember(s)

ABSTAIN: Councilmember(s)

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Michael D. Kozlowski, MAYOR

ATTEST:

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Christa Freemantle, CITY CLERK