



City of Grass Valley City Council Agenda Action Sheet

Title: Memorial and Minnie Park Landscaping and Grounds Maintenance Services

CEQA: Exempt

Recommendation: The Council 1) approves the City Manager to execute a Professional Services Agreement with Weiss Landscaping to perform landscape and grounds maintenance services at Memorial and Minnie Park for five years and not to exceed contract amount of \$124,115.34 subject to legal review; 2) allowing City Manager to approve a 5% contingency for additional work; and 3) approve Finance Director to make any necessary budget adjustments and transfers to implement this agreement.

Prepared by: Zac Quentmeyer, Community Services Analyst II

Council Meeting Date: 01/10/2023

Date Prepared: 01/05/2023

Agenda: Consent

Background Information: Significant landscaping improvement projects have recently been completed at Minnie and Memorial Parks. To keep newly landscaped portions of the parks in ideal condition year-round, city staff is suggesting contracting with a local landscaping company to perform a variety of landscaping services on a scheduled basis. Services will include mowing, leaf and debris removal, irrigation maintenance and monitoring, weed control, etc. The addition of outside services to assist with park grounds maintenance will allow existing City Park Maintenance staff to concentrate their focus on more specialized skilled projects and park maintenance needs. Additionally, contracted services will provide strategic fixability and assistance to City staffing assignments when staff may be unavailable due to medical or vacation leave.

A Request for Proposal was issued as part of the procurement process and Weiss Landscaping was selected. Staff is recommending to contract with Weiss Landscaping for five years and a not to exceed contract amount of \$124,115.34 plus contingencies. The proposed agreement is attached for Council's information.

Council Goals/Objectives: Maintaining park landscaping and grounds fulfills Recreation and Parks objectives outlined in the adopted Grass Valley Strategic Plan.

Fiscal Impact: \$130,321.11 (includes 5% cost increase contingency)

Funds Available: Yes

Account #: various accounts

Reviewed by: City Manager

Attachments: Draft Professional Services Agreement