



## City of Grass Valley City Council Agenda Action Sheet

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**Title:** Landscaping and Lighting District Maintenance - Authorization to Award Contract

**CEQA:** Categorically Exempt - Section 15301 "Existing Facilities"

**Recommendation:** That Council 1) authorize the City Engineer to execute a contract with Weiss Landscaping Inc., pending legal review, for landscaping maintenance services for an initial annual amount of \$127,320.00, subject to legal review, and 2) authorize the City Engineer to approve contract change orders of 10% of the contract amount.

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**Prepared by:** Bjorn P. Jones, PE, City Engineer

**Council Meeting Date:** 10/28/2025

**Date Prepared:** 10/21/2025

**Agenda:** Consent

**Background Information:** On September 18, 2025, Staff issued a Requests for Proposals for Residential and Commercial Landscaping and Lighting District - Landscape Maintenance Services. The City of Grass Valley is responsible for the management of numerous Landscaping and Lighting (L&L) Districts citywide, including six (6) Residential and two (2) Commercial Zones, as well as three (3) Business Assessment Districts (BAD). L&L and BAD Districts are funding mechanisms used to pay for landscaping, lighting and other improvements and services in public areas. As a form of benefit assessment, they are funded by levies placed on the property tax bills each year in a defined area of benefit and collected by the City to pay for improvements and services in those areas.

Although many firms expressed interest in the RFP, only one consultant ultimately submitted a proposal by the deadline, Weiss Landscaping, Inc. The proposal was reviewed by Staff and deemed responsive, and Weiss has a history of successful contract on other landscape installation and maintenance work for the City.

The initial contract term will be a three-year agreement and the contract amount for base landscape maintenance services proposed by Weiss is \$10,610 monthly or \$127,320.00 annually. Additionally, variable added work is often required in L&L and BAD zones throughout the year; either unexpected repair work, plant and facility replacements or other one-time improvements proposed by the Engineer's Report prepared for each District annually.

Staff requests that Council authorize the City Engineer to execute a contract with Weiss Landscaping Inc., for landscaping maintenance services for an initial annual amount of \$127,320.00 and authorize the City Engineer to approve contract change orders up to 10% of the contract amount.

**Council Goals/Objectives:** A contract for Landscape Maintenance Services executes portions of work tasks towards achieving/maintaining Strategic Plan Goal - Community & Sense of Place, Recreation and Parks and High-Performance Government and Quality Service

**Fiscal Impact:** Maintenance services and improvements in L&L and BAD Districts are 100% funded by property tax bill levies collected by the City.

**Funds Available:** Yes

**Account #:** Various

**Reviewed by:** City Manager

**Attachments:** Weiss Proposal