

AGENDA STAFF REPORT

MEETING NAME: REGULAR BOARD MEETING

MEETING DATE(S): JUNE 16 & 20, 2022

FROM: BRIAN MACY – ASSISTANT GENERAL MANAGER

FOR: ACTION X DIRECTION _____ INFORMATION _____



CONTRACT AGREEMENT WITH URBAN HABITAT FOR ANNUAL LANDSCAPE MAINTENANCE FOR DISTRICT FACILITIES FOR 2022-2023

STAFF RECOMMENDATION

Authorize the General Manager to approve a contract agreement with Urban Habitat titled Annual Landscape Maintenance for District Facilities for fiscal year 2022-2023, for a not to exceed amount of \$70,100.00, plus a 10% contingency (total of \$77,110.00), for a period of one year and authorize the General Manager to do all things necessary to complete the project.

SUMMARY

The District continues to use contract labor to maintain the landscape and irrigation at 36 facilities throughout our service area which includes the Administration Building Campus, Horton WWTP, Dos Palmas Lift Station, Well 33 Solar site, and all Well and Reservoir sites.

ANALYSIS

In May 2022, staff advertised a request for bids for annual landscape services through Planet Bids. The District received three bids and Urban Habitat was the lowest responsive bidder with possible contract extension options for one (1) year up to a total of three (3) additional one-year terms. The scope of work covers all landscaping and irrigation maintenance services at the 36 locations, including annual tree trimming, irrigation troubleshooting and repair, pruning, weeding, and general debris cleanup. Below is a summary of the bids received.

BIDDER	BID AMOUNT
Urban Habitat	\$ 70,100.00
Sandco Landscape Contractors, Inc.	\$ 76,980.00
Mariposa Landscapes, Inc.	\$ 111,275.92

FISCAL IMPACT AND STRATEGIC PLAN IMPLEMENTATION

The cost for all work authorized under this contract will be covered by the approved operating budget for FY 2022-2023.

ATTACHMENTS

Contract Agreement
BID Summary/Tabulation