



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JANUARY 2, 2018

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM:  ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR/CITY ENGINEER
HEATHER MELTON, LANDSCAPE DISTRICT MANAGER**

SUBJECT: RECOMMENDATION TO AWARD A FIVE YEAR PROFESSIONAL SERVICES AGREEMENT TO VENCO WESTERN INC. FOR LANDSCAPE MAINTENANCE OF PUBLIC WORKS STREET MEDIANS, CERTAIN SIDEWALKS, PARKWAYS, AND FREEWAY INTERCHANGES IN THE CITY OF CALABASAS IN AN AMOUNT NOT TO EXCEED \$1,140,051

MEETING

DATE: JANUARY 10, 2018

SUMMARY RECOMMENDATION:

The City Council award a five year Professional Services Agreement to Venco Western, Inc. in an amount not to exceed \$1,140,051.00 plus Consumer Price Index (CPI) increases for the duration of the contract. This is to fund the regular landscape maintenance of the Public Works street medians, sidewalks, parkways and freeway interchanges and any additional required extra work and unforeseen emergencies and weather related events.

BACKGROUND:

The City's previous contractor for this work was VanderGeest Landscape Care, Inc. The original contract was due to expire in February 2018, however in late October 2017, City staff was notified of the untimely death of the business owner and

because of the unfortunate circumstances the business was to be dissolved immediately and would no longer be able to provide the required landscape maintenance services.

City staff issued an RFP (Request for Proposal) on November 29, 2017, two proposals were received. The proposers were: Azteca Landscape and Venco Western, Inc. with the proposed summaries below:

<u>PROPOSERS</u>	<u>PROPOSED AMOUNT</u>
Venco Western, Inc.	\$213,010.20
Azteca Landscape	\$212,454.84

Based on the Proposer's responses the RFP, history statement and working relationship from the past, the Landscape Division recommends the contract be awarded to Venco Western, Inc.

Venco Western, Inc. currently provides landscape services for LMD 22 HOA and all of the City Parks. The contractor has a productive relationship with City staff and members of the community.

Staff is requesting \$1,140,051.00 to fund the FY 2017-18 year and the four subsequent years thereafter through the expiration of the contract in FY 2022-23 for regularly scheduled landscape maintenance plus CPI increases and additional required extra work within the City of Calabasas.

DISCUSSION/ANALYSIS:

The cost of certain additional work is covered in the RFP under the Unit Price List and is considered to be required extra work. The City's landscape manager is authorized to budget and utilize available monies for landscape maintenance work.

FISCAL IMPACT/SOURCE OF FUNDING:

Budgeted monies from the City's general fund will be utilized for this work. Staff requests funding be approved and the budget be adjusted accordingly.

REQUESTED ACTION:

The City Council award a five year Professional Services Agreement to Venco Western, Inc. in an amount not to exceed \$1,140,051.00 plus Consumer Price Index (CPI) increases for the duration of the contract. This is to fund the regular landscape maintenance of the Public Works street medians, sidewalks, parkways and freeway interchanges and any additional required extra work and unforeseen emergencies and weather related events.

ATTACHMENT A - Professional Services Agreement