



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: JUNE 18, 2019**

**FROM: PUBLIC WORKS DEPARTMENT      WARD: 2**

**SUBJECT: RFP NO. 1908 - PROFESSIONAL SERVICES AGREEMENT FOR LANDSCAPE AND GENERAL OUTSIDE MAINTENANCE SERVICES FOR SYCAMORE HIGHLANDS LANDSCAPE MAINTENANCE DISTRICT AND CANYON SPRINGS/CANYON CROSSINGS BUSINESS DISTRICT WITH GREENTECH LANDSCAPE, INC. THROUGH JUNE 30, 2022 IN THE AMOUNT NOT TO EXCEED \$443,495**

## **ISSUE:**

Approve a Professional Services Agreement for Landscape and General Outside Maintenance Services with Greentech Landscape, Inc., of Whittier, California, for Sycamore Highlands Landscape Maintenance District and Canyon Springs/Canyon Crossings Business District in the amount of \$443,495 for services through June 30, 2022.

## **RECOMMENDATIONS:**

That the City Council:

1. Approve a Professional Services Agreement for Landscape and General Outside Maintenance Services with Greentech Landscape, Inc., for Sycamore Highlands Landscape Maintenance District and Canyon Springs/Canyon Crossings Business District for a term of July 1, 2019 through June 30, 2022 in the amount not to exceed \$443,495; and
2. Authorize the City Manager, or his designee, to execute the Professional Services Agreement, including making minor and non-substantive changes.

## **BACKGROUND:**

On March 7, 2019, the City issued a new Request for Proposal (RFP 1908) for landscape and general outside maintenance services for the Sycamore Highlands Landscape Maintenance District and the Canyon Springs /Canyon Crossings Business District located in Ward 2. The area consists of various landscapes areas in the medians and parkways along parts of Faire Isle Drive, Lockmoor Drive, Sycamore Canyon Boulevard, Rowan Drive, Kirkmichael Drive, Campus Parkway, Canyon Park Drive, Canyon Springs Parkway, Corporate Center Place, Day Street, Gateway Drive, Valley Springs Parkway, and Eucalyptus Avenue. In response to the RFP, seven proposals were received and evaluated by an internal review panel. The proposal from Greentech Landscape, Inc. (GTL), was deemed responsive and determined to be the most qualified. The

contract price of \$443,495 includes a 10% contingency for additional unforeseen services that may be required.

GTL is a full service commercial landscaping contractor based in Whittier, California, that has been providing services throughout Southern California for more than 30 years.

**FISCAL IMPACT:**

Sufficient funds for FY 2019/20 are included in Public Works' Landscape Maintenance account 4110110-421003.

Prepared by: Kris Martinez, Public Works Director  
Certified as to  
availability of funds: Edward Enriquez, Chief Financial Officer/Treasurer  
Approved by: Rafael Guzman, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney

**Attachments:**

1. Agreement
2. Request for Proposals
3. Award Recommendation