

TO: Thomas Frutchey, City Manager
Dick McKinley, Public Works Director

FROM: Freda Berman, Maintenance Superintendent

SUBJECT: Award of Open Space Disking & Trimming Contract

DATE: April 19, 2016

Needs: For the City Council to consider awarding a contract to Martinelli Landscape Construction, Inc. for 2016 disking and trimming of City-owned open spaces.

- Facts:
1. The City of Paso Robles requires all privately-owned open space properties within City limits to be disked, mowed and/or trimmed by June 1st of each year for fire prevention and aesthetic purposes. City-owned open spaces are subject to the same requirement.
 2. Approximately 178 acres of City open space property is affected.
 3. The Open Space Disking & Trimming contract was last bid in 2008. In the intervening years, requirements for weed abatement have changed as determined by the California Department of Fish and Wildlife. Twenty-four of the total 44 City weed abatement sites are termed “regulated” by the California Department of Fish and Wildlife and must abide by permit conditions set forth in the City’s Streambed Alteration Agreement for Annual Drainage and Basin Maintenance.
 4. The Streambed Alter ation Agreement outlines extensive contractor requirements for personnel training, vehicle and equipment maintenance, wildlife protection and reporting.
 5. The City advertised for bids for Open Space Disking & Trimming. On April 7, 2016 two bids were received.

Martinelli Landscape Construction, Inc.	\$56,323
DBI	\$125,729
 6. The bid received from Martinelli Landscape Construction, Inc. is a responsive and responsible bid.

Analysis &
Conclusion: Weed abatement on all properties, including City-owned properties must be complete by June 1 each year. California Department of Fish and Wildlife regulations have impacted the work requirements for weed abatement on regulated sites.

Policy

Reference: Purchasing and Payment Procedures Manual

Fiscal

Impact: City Council originally allocated \$45,000 for this work when it was first specified in 2007. That allocation was not fully spent each year, and the budget was reduced.

Four of the weed abatement sites included in this scope of work are Reservoir or Well Sites. Water Funds necessary for this portion of the project are estimated at \$1,800 and reside in the current budget.

The available 2016 General Fund Drainage-Watershed-Undeveloped Property Maintenance budget for this work is \$25,000. The balance of project funding is proposed to be allocated from General Fund Reserves.

The proposed project budget is:

Contract:	\$56,323
<u>Contingency:</u>	<u>\$ 3,950</u>
	\$60,273

- Options:
- A. Adopt Resolution No. 16-xx allocating \$33,473 from General Fund Reserves to Account 1003304-52205 and authorizing the City Manager to enter into a contract with Martinelli Landscape Construction, Inc. in the amount of \$56,323; or
 - B. Amend, modify, or reject the above option.

Attachments:

1. Resolution
2. Budget Adjustment Request

Resolution No. 16- XXX

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES
AWARDING A CONTRACT FOR OPEN SPACE DISKING AND TRIMMING

WHEREAS, the City of Paso Robles requires all privately-owned open space properties within City limits to be disked, mowed and/or trimmed by June 1st of each year for fire prevention and aesthetic purposes; and

WHEREAS, City-owned open spaces are subject to the same requirement; and

WHEREAS, the maintenance contract was advertised for bid, and at the bid opening on April 7, 2016, two bids were received -- \$56,323.00 and \$125,729.00; and

WHEREAS, the bid received from Martinelli Landscape Construction, Inc. is a responsive and responsible bid; and

WHEREAS, the current Public Works General Fund maintenance budget for this work is \$25,000.00; and

WHEREAS, a project budget of \$60,273.00 is established.

NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The City Council of the City of Paso Robles does approve an allocation of \$33,473.00 from General Fund Reserves to Account 1003304-52205; and

Section 2. The City Council does hereby authorize the City Manager to enter into a contract with Martinelli Landscape Construction, Inc. in the amount of \$56,323.00.

PASSED AND ADOPTED this 19th day of April, 2016, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

ATTEST:

Steven W. Martin, Mayor

Kristen L. Buxkemper, Deputy City Clerk

