



# REQUEST FOR CITY COUNCIL ACTION

**MEETING DATE:**

May 6, 2020

**DEPARTMENT:**

Finance

**DIVISION:**

Purchasing

- ☒ Motion
- ☐ Resolution
- ☐ Ordinance - Introduction
- ☐ Ordinance - Adoption
- ☐ Public Hearing

**TITLE:**

Request for Qualifications (RFQ): Landscape Maintenance Services

**SUMMARY RECOMMENDATION:**

Authorize the City Administrator to execute a one-year contract with the option to renew for four additional one-year periods, one period at a time, depending on the appropriation of funds and satisfactory performance, at an estimated annual amount of \$247,034.00, with the following landscape contractors:

APV Curbing Landscape and Masonry	Yuma, Arizona
Arbor Tech Tree & Landscape Services	Yuma, Arizona
JSA Company	Yuma, Arizona

(Public Works/Streets - RFQ #2020-20000098) (Joel Olea/Robin R. Wilson)

**REPORT:**

Staff issued a Request for Qualifications for Landscape Maintenance to contract with multiple licensed landscape contractors for various subdivision retention basins and right-of-way maintenance throughout the City. Other City departments/divisions may utilize this contract as well.

All three proposals indicated the ability to furnish all labor, tools and equipment and have met all the scoring criteria.

As each project is identified, the scope of work will be sent to all three contractors for a quote and will be awarded to the lowest responsive and responsible bidder.

FISCAL REQUIREMENTS	CITY FUNDS:	\$247,034.00	BUDGETED:	\$247,034.00
	STATE FUNDS:	\$0.00	AVAILABLE TO TRANSFER:	\$0.00
	FEDERAL FUNDS:	\$0.00	IN CONTINGENCY:	\$0.00
	OTHER SOURCES:	\$0.00	FUNDING FOR THIS ITEM IS FOUND IN THE FOLLOWING ACCOUNT / FUND / CIP: 101-40-38-6501 - \$95,534 101-4038-6206 - \$151,500	
		\$0.00		
		\$0.00		
TOTAL:	\$247,034.00			
FISCAL IMPACT STATEMENT: Funding for each given project will come from the associated operating account.				
ADDITIONAL INFORMATION	SUPPORTING INFORMATION NOT ATTACHED TO THE CITY COUNCIL ACTION FORM THAT IS ON FILE IN THE OFFICE OF THE CITY CLERK:			
	1. 2. 3. 4. 5.			
ADDITIONAL INFORMATION	IF CITY COUNCIL ACTION INCLUDES A CONTRACT, LEASE OR AGREEMENT, WHO WILL BE RESPONSIBLE FOR ROUTING THE DOCUMENT FOR SIGNATURE AFTER CITY COUNCIL APPROVAL?			
	<input type="radio"/> Department <input checked="" type="radio"/> City Clerk's Office <input type="checkbox"/> Document to be recorded <input type="checkbox"/> Document to be codified			
SIGNATURES	CITY ADMINISTRATOR:			DATE:
	Philip A. Rodriguez			4/28/2020
	REVIEWED BY CITY ATTORNEY:			DATE:
	Richard W. Files			4/28/2020
	RECOMMENDED BY (DEPT/DIV HEAD):			DATE:
Lisa Marlin			4/13/2020	
SIGNATURES	WRITTEN/SUBMITTED BY:			DATE:
	Mary E. Roman/Robin R. Wilson			4/10/2020