



County of Monterey

Board of Supervisors
Chambers
168 W. Alisal St., 1st Floor
Salinas, CA 93901

Board Report

File #: A 14-011, **Version:** 1

Acting on behalf of County Service Area No. 15 - Toro Park and Serra Village:

- a. Approve an Agreement for open space maintenance services in an amount not to exceed \$113,916 between County Service Area No. 15 - Toro Park and Serra Village and Town & Country Gardening and Landscaping, Inc.; and
- b. Authorize the Contracts/Purchasing Officer to execute the Agreement, related documentation necessary to effectuate the Agreement, and up to three (3) future amendments that do not significantly alter the scope of work or change the approved amount.

RECOMMENDATION:

It is recommended that the Board of Supervisors, Acting on behalf of County Service Area No. 15 - Toro Park and Serra Village:

- a. Approve an Agreement for open space maintenance services in an amount not to exceed \$113,916 between County Service Area No. 15 - Toro Park and Serra Village Town & Country Gardening and Landscaping, Inc.; and
- b. Authorize the Contracts/Purchasing Officer to execute the Agreement, related documentation necessary to effectuate the Agreement, and up to three (3) future amendments that do not significantly alter the scope of work or change the approved amount.

SUMMARY:

Approval of the Agreement between County Service Area No. 15 (CSA 15) - Toro Park and Serra Village and Town & Country Gardening and Landscaping, Inc. will allow open space maintenance services to be provided to CSA 15 for remainder of FY 2013-14 and the beginning of FY 2014-15. Request for Proposal No. 10411 was issued to solicit landscape maintenance services for CSA 15 for a one (1) year agreement with two (2) one year extensions for a three (3) year period. Town & Country Gardening and Landscaping, Inc. responded with a proposal to open space maintenance services at the amount \$37,972 per year. The proposal represented the best combination of price and expected performance quality based on previous experience.

OTHER AGENCY INVOLVEMENT:

The CSA 15 Advisory Committee recommends approval of the Agreement. The County Counsel, Auditor-Controller, and Risk Management Offices have approved the Agreement as to form, fiscal, and insurance provisions, respectively. The Contracts/Purchasing Office assisted in the selection process. Due to the late submission of this Board Report, the CAO Budget and Analysis Division was not provided adequate time to fully review for potential fiscal, organizational policy, or other implications to the County of Monterey.

FINANCING:

There is no impact to the General Fund. There are sufficient funds budgeted in FY 2013-14 (Fund056, Unit Code 8198, RMA052) to finance the Agreement for FY 2013-14. It is anticipated that there will be sufficient funding in FY 2014-15, 2015-16 and 2016-17 to fund the annual agreement for those years as amendments are adopted to extend the needed services.

Prepared by: Dirk J. Medema, P.E., Environmental Services Manager, (831)784-5647

Approved by:

Robert Murdoch, P.E., Director of Public Works

Benny J. Young, RMA Director

Dated: January 27, 2014

Attachments: Agreement; Estimated Costs; Location Map (Attachments on file with the Clerk of the Board)