

**MOORPARK CITY COUNCIL
AGENDA REPORT**

TO: The Honorable City Council

FROM: Mary K. Lindley, Parks, Recreation & Community Services Director 

DATE: May 24, 2007 (CC Meeting of June 6, 2007)

SUBJECT: Consider Contract Extensions for Sunridge Landscape Services and Venco Western for Landscape Maintenance Services

DISCUSSION

The City Council is being asked to extend its contracts with Sunridge Landscape Services (Sunridge) and Venco Western (Venco) for various landscape maintenance services throughout the City for an additional six months, through December 31, 2007, with a rate increase of three percent. This is the amount of the proposed increase for the City's Parks and Recreation Maintenance and Improvement Assessment District for FY 2007/2008. The proposed rate increase was included in the draft 2007/08 Budget.

Both Sunridge and Venco currently serve as the City's landscape maintenance contractors. They were both awarded new one-year contracts in June 2003 with three, one-year extension provisions. The contract extensions end June 30, 2007. Staff had intended to have completed new maintenance specifications, contract documents and conducted a competitive bid process prior to the end of the fiscal year. Due to workload issues, six additional months are needed to complete the entire process. Staff is recommending that the Council approve a six-month extension to the existing contracts.

The purpose of the new contracts will be to provide the City with the potential for greater operational and cost efficiencies. The additional six months will be sufficient to draft a new contract and specifications and to conduct a competitive bid process.

Sunridge

Sunridge Landscape Services, under the ownership of Craig Loft, has provided landscape maintenance services to the City since before 1988 (prior to 1990, the company was called Turf Pro). In 1996, the City conducted a formal bid process and Sunridge was awarded a four-year contract as the lowest qualified bidder. In 2000, the City approved a new contract with Sunridge that had extension periods through June

2003. Finally, in June 2003, the City entered into a new one-year contract, with three optional one-year term extensions.

The City's contract with Sunridge covers maintenance of all City landscaped areas in parks, parkways and medians, and other miscellaneous properties including, but not limited to all City parks, Civic Center, Metrolink Station, some Moorpark Redevelopment Agency property along High Street and most of the City's Assessment Zones/Districts. The only areas excluded from its contract are the landscaped areas in Assessment District 12, which consists of parkways and medians along Miller Parkway and parkways on the east side of Spring Road, south of Peach Hill Road. These areas are maintained by Venco Western. Additionally, Sunridge's contract requires them to open, clean, and stock all park restrooms; open the park gates at the AVCP access road, AVCP tennis courts, Miller Park tennis courts, Tierra Rejada Park tennis courts, and the Shadyridge Buffer Zone, Monday through Friday.

Sunridge has carried out its contract obligations in a more than satisfactory manner, and has demonstrated on numerous occasions a willingness to assist the City by performing beyond its contractual responsibilities at no additional cost to the City. Where other landscape maintenance contractors bill for every extra work assignment, Sunridge does not. As one example, Sunridge goes out of its way to provide extra maintenance and hardscape cleaning on High Street before Country Days. Additionally, Mr. Loft has come out on the day of Country Days to ensure that everything looks good, and he has never billed the City for this effort. Sunridge has been quick to provide the City with assistance in eliminating hazards, such as downed trees, in inclement weather, again without cost to the City. Sunridge is quick to respond to irrigation problems at any time of the day and willingly assists staff with the review of new development landscape plans (at no cost).

Venco

In 2000, the City awarded a contract to Venco Western as the successful low bidder, for the maintenance of landscape areas on Miller Parkway, the north side of Tierra Rejada Road, between Miller Parkway and Spring Road, and a small portion of Spring Road (southeast parkway), known as District 12. In June 2003, the City entered into a new one-year contract, with three optional one-year term extensions. To date, Venco's performance has been satisfactory.

STAFF RECOMMENDATION

Approve a six-month contract extension through December 31, 2007, including a three percent adjustment, with Sunridge Landscape Services, Inc., and Venco Western, Inc., for landscape maintenance services as described in this report, and authorize the City Manager to execute the amendments on behalf of the City.