

**MOORPARK CITY COUNCIL  
AGENDA REPORT**

**TO: The Honorable City Council**  
**FROM: Mary K. Lindley, Parks, Recreation & Community Services Director**  
**DATE: November 27, 2007 (CC Meeting of December 5, 2007)**  
**SUBJECT: Consider Contract Extensions for Sunridge Landscape Services and Venco Western for Landscape Maintenance Services**



**DISCUSSION**

On June 6, 2007, the Council approved six-month contract extensions for Sunridge Landscape Services and Venco Western, our two landscape maintenance contractors, through December 31, 2007. During the six month period staff had intended to have completed the drafting of new landscape maintenance work specifications, solicited cost proposals through a competitive bid process, and presented the City Council with a recommendation on the award of new contracts. Staff has not been able to complete the bid process as planned and is requesting a four-month contract extension, through April 28, 2008 (Friday) to provide additional time.

The current time frame for soliciting new landscape maintenance cost proposals is as follows:

<u>Task</u>	<u>Dates</u>
Council to Review Landscape Maint. Specifications	January 16
Release Bid Documents	January 18
Mandatory Bidder Conference	January 29
Optional Bidder Site Visits	January 30
Bid Proposals Due	February 22
Contract Award Recommendation To Council	March 19
New Contracts Effective	April 28

**STAFF RECOMMENDATION**

Approve a four-month contract extension through April 25, 2008, for Sunridge Landscape Services, Inc., and Venco Western, Inc., for landscape maintenance services and authorize the City Manager to execute the amendments on behalf of the City.