

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorize Approval to Amend the Contract with Tru-Green Landcare Contract for Parks Landscaping and Maintenance Services for 2002 and Add Additional Scope of Services
DEPARTMENT:	Parks, Recreation and Cultural Services
PRESENTED BY:	Wendy Barry, Parks Director Kirk Peterson, Parks Superintendent

PROBLEM/ISSUE STATEMENT:

Staff is seeking Council authorization for the City Manager to execute a contract amendment exercising the option to extend the existing landscape maintenance services contract with Tru-Green Landcare into 2002, add additional scope of services in the amount of \$48,300 and retain the option to extend the contract, as amended, into 2003 with TruGreen Landcare.

In February 2001, the City Council authorized a three year contract with TruGreen Landcare to provide landscaping services to the City. This contract will be re-bid in 2004. This contract was not to exceed \$303,000 for 2001. The contract that was awarded established contract costs for a three-year period and gives the City the option to continue the contract during this time period. Staff is recommending that Council authorize the continued use of TruGreen Landcare for landscape services for 2002 and 2003, provided that they continue to meet the City's maintenance standards. At this juncture, TruGreen Landcare has met the specifications outlined in the contract. The base price for each of these years is estimated at \$351,300.00 in 2002 and \$361,300.00 in 2003.

The additional cost for 2002 includes maintenance services for Paramount School Park and Shoreview Park, as well as the medians at 175th and I-5. The 2003 contract will include maintenance of the Interurban Trail.

ALTERNATIVES ANALYZED:

The maintenance of these newly constructed areas can be performed via contracting through a private company or by using in-house staff. Staff recommends maintenance of these newly renovated areas via contracted services with a private company. The City does not have adequate in-house staffing or equipment in place to assume responsibility for these maintenance services by in-house staff.

FINANCIAL IMPACT:

During the 2002 budget process, staff anticipated and projected the maintenance costs for these newly renovated facilities at \$58,300. Additional funding of \$58,300 was adopted in the 2002 budget for this purpose.

Staff anticipated the opening of some of the construction projects would occur earlier in 2002. Due to unforeseen circumstances, openings of renovated areas have not occurred as scheduled. This has created a suspension for the need of maintenance activities. Therefore, staff is recommending the contract be modified by \$48,300. If there are further unanticipated delays, any remaining funds will be turned back to the General Fund at year's end.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute a contract amendment exercising the option to extend the existing landscape maintenance contract with TruGreen Landcare into 2002, add additional scope of services in the amount of \$48,300, and retain the option to extend the contract, as amended, into 2003.

Approved By: City Manager LB City Attorney [Signature]

INTRODUCTION

The City of Shoreline utilizes a combination of in-house and contracted maintenance services to maintain the City's park system. Approximately 60% of the maintenance of the park system is provided by a landscape maintenance contractor. Amendments to this contract are needed to authorize the contract extension for 2002 and to authorize the contractor to provide maintenance services for newly renovated facilities.

BACKGROUND

On February 12, 2001 Council approved the parks landscape and maintenance services contract with TruGreen Landcare. The contract was awarded for a three year period. Council review is required to extend the contract for 2002 and 2003.

In 2001 and 2002, several park capital projects have been completed or are nearing completion. Staff anticipated and prepared for the maintenance of these newly renovated facilities in the 2002 budget process. An additional \$58,300.00 was approved in the 2002 Budget. The total projected maintenance professional services contract is \$351,300.

ALTERNATIVES ANALYSIS

The maintenance of these newly constructed areas can be performed via contracting through a private company or by using in-house staff. Staff recommends maintenance of these newly renovated areas via contracted services with a private company. Staff makes this recommendation for reasons of cost efficiencies.

- Private companies frequently perform the work at a rate that is more cost efficient than in-house staff performs the work.
- Performing landscape maintenance activities requires the use of large and small equipment that the Parks Department currently does not have. The start up costs to acquire this equipment would be expensive.
- If equipment needs to be repaired or serviced, the City does not have that liability or cost.
- If work outlined in the contract's scope of work is not performed, i.e. equipment failure or personnel problems, the contractor is not paid for the work that was not performed.

CONTRACT SERVICE OUTCOMES AND SERVICE LEVELS

All of the City of Shoreline's parks receive a high volume of recreational use, both passive and active. With the improvements made in the infrastructure of these newly renovated sites, i.e. irrigation, drainage and importation of good top soil, staff developed levels of service to be added to the parks landscaping and maintenance services contract that will meet a City standard of care.

Maintaining athletic turf is a good example of the need for frequent maintenance. For example, the new athletic field at Shoreview Park could be used for a total of 2000

games and practices in one season. Multiply that by 18 players and that translates to 36,000 feet playing on the turf on an annual basis. This causes compaction and other turf management challenges.

Through proper maintenance such as aeration, overseeding and fertilization, impacts from high volumes of use can be minimized. The amount of funds requested will provide for frequent maintenance. This maintenance provides for safe, well-maintained parks that are being maintained at a level of service that the stakeholders of the City desire.

Staff identified specific outcomes to be achieved and then developed the following standards of care to formulate the service levels to be added:

Outcomes:

- A lack of claims and incident reports will be filed because the new additions to the park system are being kept safe through proper maintenance and inspection.
- Athletic groups, both youth and adult leagues, will be satisfied with the conditions of the fields as they use the fields for practices and games.
- Park patrons, neighbors and other stakeholders will be pleased with the aesthetic appearance of the new additions and modifications to the park system.

Standards of Care and Service Levels

- The athletic fields at Paramount School Park and Shoreview Park will be prepared for games and practices. This includes dragging of the fields, wetting down, setting of bases, and lining of the distance and foul lines. Athletic turf will be mowed and irrigated two times per week.
- Non-athletic turf areas will be mowed one time per week. All turf areas will be overseeded, aerated and fertilized two times per year.
- Infield areas will be maintained two times per year. This includes the addition of 10 to 20 yards of infield mix that is tilled into the existing infield. This maintenance provides for a soft playing surface and improved drainage.
- Shrub bed maintenance will be part of this scope of work. This work begins in March and ends in late November. Shrub bed work is performed every three weeks. The work includes the removal of weeds, dead plant materials, pruning and raking.
- The medians at 175th and I-5, which now have irrigation, will receive shrub bed work and the removal of litter and debris five times per week.
- The Interurban Trail will receive shrub bed work, mowing on a weekly basis from March to November, aeration, fertilization and overseeding of turf two times per year once construction is complete.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute a contract amendment exercising the option to extend the existing landscape maintenance contract with TruGreen Landcare into 2002, add additional scope of services in the amount of \$48,300 and retain the option to extend the contract, as amended, into 2003.