

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Authorizing the City Manager to Execute a One-Year Contract Amendment with Evergreen Maintenance Landscaping LLC in the Amount of \$450,220 for Parks Landscape and Maintenance Services
DEPARTMENTS:	Parks, Recreation, and Cultural Services Public Works
PRESENTED BY:	Kirk Peterson, Parks Superintendent
ACTION:	<input type="checkbox"/> Ordinance <input type="checkbox"/> Resolution <input checked="" type="checkbox"/> Motion <input type="checkbox"/> Discussion <input type="checkbox"/> Public Hearing

PROBLEM/ISSUE STATEMENT:

The current Parks Maintenance and Landscape Services Contract with Evergreen Maintenance Landscaping LLC (Contract #8792) began January 1, 2018 and has a one-year term, with an option to renew on an annual basis for up to four years. This contract has three areas of maintenance services, including lawn mowing, landscape/shrub bed maintenance and line trimming.

Given that the Parks Landscape and Maintenance Services Contract funding will be transitioned into the newly formed Public Works Landscape Division by the beginning of 2020, this should be the last year needed for this contract. However, until this transition has occurred, a contract amendment is required to add an additional year onto the term of Evergreen Maintenance Landscaping LLC's current contract. In addition to adding time to the contract, this amendment is necessary to adjust the contract amount to allow for increased costs due primarily to the state mandated increases in prevailing wages for the contractor. Tonight, Council is being asked to authorize the City Manager to enter into this contract amendment.

RESOURCE/FINANCIAL IMPACT:

The 2018 Parks Landscape and Maintenance Services Contract amount is \$207,942.70. The increase in the contract amount for 2019 is \$242,277.30. This brings the total contract amount for the Parks Landscape and Maintenance Services Contract to \$450,220.

RECOMMENDATION

Staff recommends that Council authorize the City Manager to execute a one-year contract amendment with Evergreen Maintenance Landscaping LLC for parks landscape and maintenance services for 2019 in the amount of \$450,220.

Approved By: City Manager **DT** City Attorney **MK**

BACKGROUND

The City of Shoreline maintains and operates the park system using full-time and seasonal staff as well as contracted professional services. City employees perform most of the major and minor repairs, while historically, contractors have performed the routine grounds maintenance tasks in the park system. The Parks Department contracts for many of its landscape maintenance activities including mowing, line trimming and landscape/shrub bed maintenance for 27 of its 34 park locations.

As approved in the 2019-2020 biennial budget, by the beginning of 2020, the funding for the Parks Landscape and Maintenance Services Contract will be transitioned into the newly formed Public Works Landscape Division. This Division will provide the same services in the City's parks as is currently being performed by contractors, while also performing landscape maintenance in the City's right-of-way. This transition will involve the hiring of staff, purchase of vehicles and equipment, and development of a landscape maintenance operations base. Until this transition has occurred however, an additional year of Parks Landscape and Maintenance Services contracting is required for 2019.

DISCUSSION

The current Parks Maintenance and Landscape Services Contract with Evergreen Maintenance Landscaping LLC (Contract #8792) began January 1, 2018 and has a one-year term, with an option to renew on an annual basis for up to four years. This contract has three areas of maintenance services, including lawn mowing, landscape/shrub bed maintenance and line trimming. There is a total of 27 sites that are maintained under this contract.

The Parks Landscape and Maintenance Services Contract specifies mowing to occur once per week, beginning in March through the first week in November. Line trimming is scheduled twice per month, beginning in March through the first week in November, and landscape/shrub bed maintenance varies depending on location, although most locations receive monthly or bi-monthly shrub bed maintenance. Landscape bed maintenance includes removing weeds, debris and pruning of shrubs.

The current Parks Landscape and Maintenance Services Contract has a contract termination provision whereas the City reserves the right to terminate the agreement at any time, with or without cause, by giving 90 days' notice to the contractor in writing. If it is determined that the new Public Works Landscape Division is prepared to undertake the maintenance of the park system in 2019, then contract termination notice will be provided to Evergreen in a timely manner. The full transition from contracted services to in-house provided services could occur as early as November 2019, but no later than January 2020.

In addition to adding time to the contract, this amendment is necessary to adjust the contract amount to allow for increased costs due primarily to the state mandated increases in prevailing wages for the contractor. State Law changes to prevailing wage calculations more than doubled the prevailing wages that contractors must pay landscape maintenance workers.

The 2019 budget includes \$219,852.30 for this contract cost. Sales tax was inadvertently not added to the budgeted amount so a budget amendment for \$22,425 will be requested during 2019. The budgeted contract cost (\$219,852.30) plus the sales tax cost (\$22,425) equals the total contract cost for 2019 (\$242,277.30) that is being sought via this contract amendment.

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