## September 23, 2010

## **Sacramento Public Library Authority**

Agenda Item 10.0: Service Contract: Landscape Maintenance Services

**TO:** Sacramento Public Library Authority Board Members

FROM: Don Tucker, Director of Facilities

**RE:** Service Contract: Landscape Maintenance Services

## **RECOMMENDED ACTIONS:**

**1. Approve** the contract with River Cats Sports Turf Management, Inc., for landscape services for the Central Library and fourteen branches, effective October 1, 2010, though September 30, 2013, with two one-year extension options through September 30, 2015. The total cost of the contract for three years is not to exceed \$262,455.

**2. Authorize** the Library Director to sign all documents related to this contract within the approved terms and consistent with the requirements of the Request for Proposal.

## REASON FOR RECOMMENDATION

In accordance with the Authority's Contracts and Procurement Policy to do periodic evaluations of vendors for the best pricing, a Request for Proposal (RFP) for landscaping services at fifteen Library locations was posted on the City of Sacramento and Sacramento County public bid pages on August 5, 2010 by Director of Facilities, Don Tucker. The other branch libraries receive landscaping services provided by leaseholders or by school district staff. Fifty five inquiries were received and sixteen proposals were submitted.

The four lowest cost contractors were River Cats Sports Turf Management, Inc. at \$4,160 per month; Jensen Landscape Services at \$4,488 per month; California Landscape Associates at \$4,640 per month; and TruGreen at \$4,680 per month. Each of these proposals included a cost escalation in years four and five of the contract should the options be exercised by the Library. The lowest bidder met with the selection committee to ensure that the service specifications and frequencies of service were understood. All contractors understood the specifications and were told that the staff recommendation would depend largely on the reference findings. References were checked and the references for River Cats Sports Turf Management, Inc. were all excellent.

After careful consideration by the Library's selection committee of Don Tucker, Bonnie Slavin, Deborah Douros and Richard Wallace, River Cats Sports Turf Management, Inc. is being recommended as the new landscaping contractor effective October 1, 2010, through September 30, 2013, with the option for two one-year extensions.

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