



Council Agenda Report

To: Mayor Grisanti and the Honorable Members of the City Council

Prepared by: Jesse Bobbett, Community Services Director

Approved by: Steve McClary, Interim City Manager

Date prepared: November 1, 2021 Meeting date: November 30, 2021

Subject: Amendment to Professional Services Agreement with Landscape Development Inc. for Additional Landscape Maintenance Services

RECOMMENDED ACTION: 1) Authorize the Mayor to execute Amendment No. 2 to the Professional Services Agreement with Landscape Development Inc. to provide additional landscape maintenance services at City Hall, Civic Center Way, and Malibu Bluffs Park; and 2) Appropriate \$51,268 from the General Fund Undesignated Reserve.

FISCAL IMPACT: Funding in the amount of \$401,460 for landscape maintenance services is included in the Adopted Budget for Fiscal Year 2021-2022. An appropriation of \$51,268 from the General Fund Undesignated Reserve to Account Numbers 100-4010-5100-00 (Park Maintenance - Professional Services) and 500-7008-5100-00 (Legacy Park - Professional Services) is needed to fund the additional services requested. The projected General Fund Undesignated Reserve at June 30, 2022 is \$36.1 million.

WORK PLAN: This item was included as Item 8.c. in the Adopted Work Plan for Fiscal Year 2021-2022.

DISCUSSION: Since 2019, Landscape Development Inc., dba Enhanced Landscape Management (Enhanced), has provided landscape maintenance services for City parks, medians, and the Cross Creek area. The three-year Professional Services Agreement (Agreement) includes general landscape maintenance on weekdays, such as mowing, brush clearance, litter and trash service, and irrigation inspection. Enhanced also provides one-time services, such as installing new landscape and weekend trash service for City parks, on an as-needed basis. These services are not included in the Agreement's scope of work.

Following the recent completion of the Civic Center Way Improvement Project, staff worked with Enhanced on a proposal to amend the Agreement to add weekday landscape

maintenance service for Civic Center Way between Webb Way and Malibu Canyon Road. Staff reductions in the prior fiscal year included the second maintenance worker at City Hall. Without this staff member, more regular maintenance of the landscape surrounding City Hall is necessary, and Enhanced has provided a proposal for that work. Staff also requested a proposal to add regular weekend trash service at City parks, which has been difficult to complete due to part-time staff shortages related to COVID-19.

| | |
|------------------------------------|----------------|
| City Hall | \$1,240 |
| Civic Center Way | \$2,084 |
| City Parks – Weekend Trash Service | \$4,000 |
| Additional Monthly Cost | \$7,324 |

The additional service would begin on December 1, 2021, and would increase the monthly cost of the Agreement by \$7,324 to \$40,779 (Attachment). The cost of the Agreement for Fiscal Year 2021-2022 would increase to \$452,728.

| | <u>Monthly</u> | <u>FY 21-22</u> |
|---------------------------|-----------------|------------------|
| Current Agreement | \$33,455 | \$401,460 |
| Additional Service | \$7,324 | \$51,268 |
| Total Cost | \$40,779 | \$452,728 |

On October 26, 2021, the Administration & Finance Subcommittee reviewed the request to appropriate the funds for additional landscape maintenance services. The Subcommittee unanimously approved a recommendation to the Council to appropriate \$51,268 from the General Fund Undesignated Reserve.

ATTACHMENT:

Amendment No. 2 to Professional Services Agreement with Landscape Development Inc.

AMENDMENT NO. 2 TO AGREEMENT

THIS AMENDMENT NO. 2 TO AGREEMENT is made and entered in the City of Malibu on November 22, 2021, by and between the CITY OF MALIBU, hereinafter referred to as City, and Landscape Development Inc., hereinafter referred to as Consultant.

The City and the Consultant agree as follows:

RECITALS

- A. On July 1, 2019, the City entered into an Agreement with Consultant for landscape maintenance services at city parks and medians (the "Agreement").
- B. On November 5, 2020, the City amended the Agreement to include landscape maintenance services at Charmlee Wilderness Park.
- C. The City desires to amend the Agreement to include City Hall, Civic Center Way, and weekend liner service at City parks in the scope of work, and Consultant has submitted a proposal for this purpose that is acceptable to the City.

NOW THEREFORE, in consideration of their mutual promises, obligations and covenants hereinafter contained, the parties hereto agree as follows:

1. Section 1.0 – Scope of the Consultant's Services, of the Agreement, is hereby amended to add the work and services as set forth in Exhibit A attached hereto.
2. Section 4.0 – Compensation for Services, of the Agreement, is hereby amended to authorize compensation for the added work and services in the amounts set forth in Exhibit A attached hereto. The amended monthly cost for services shall increase by \$7,234 per month to \$40,779.
3. The Parties agree that this Amendment will be considered signed when the signature of a party is delivered physically or by facsimile transmission or scanned and delivered via electronic mail. Such facsimile or electronic mail copies will be treated in all respects as having the same effect as an original signature.
4. All terms and conditions of the Agreement and Amendment No. 1 not amended by this Amendment No. 2 remain in full force and effect.

This Agreement is executed on _____, 2021, at Malibu, California, and effective as of December 1, 2021.

CITY OF MALIBU:

PAUL GRISANTI, Mayor

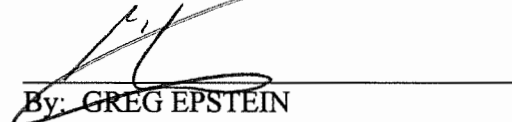
ATTEST:

KELSEY PETTIJOHN, City Clerk
(seal)

APPROVED AS TO FORM:

THIS DOCUMENT HAS BEEN REVIEWED
BY THE CITY ATTORNEY'S OFFICE
JOHN COTTI, Interim City Attorney

CONSULTANT:



By: GREG EPSTEIN
Title: Executive Director

City of Malibu
Landscape Maintenance Services Fee Schedule Form

Community Services Department

Complete Fee Schedule Forms for landscape maintenance services, by location, as outlined in the specifications below:

Malibu City Hall

| | Monthly Cost | Monthly Labor Hours |
|---|-------------------|---------------------|
| 5.0 Irrigation | \$ 135.- | 3 |
| 8.0 Aeration and Organic Fertilization | \$ 75.- | 1 |
| 8.0 Shrub, Tree and Groundcover | \$ 512.- | 16 |
| 9.0 Brush Clearance | \$ 128.- | 4 |
| 11.0 Disease and Pest Control | \$ 84.- | 2 |
| 13.0 General Maintenance and Inspection Control | \$ 84.- | 2 |
| 14.0 Daily Litter and Trash Cleanup | \$ 222.- | 7 |
| 15.0 Runoff Mitigation Control | \$ 0. | 0 |
| Malibu City Hall Monthly Total | \$ 1,240.- | 35 |

Civic Center Way (Webb Way to Malibu Canyon)

| | Monthly Cost | Monthly Labor Hours |
|---|-------------------|---------------------|
| 5.0 Irrigation | \$ 135.- | 3 |
| 6.0 Hardscape and Buildings | \$ 96.- | 3 |
| 8.0 Shrub, Tree and Groundcover | \$ 1,335.- | 59 |
| 9.0 Brush Clearance | \$ 128.- | 4 |
| 11.0 Disease and Pest Control | \$ 84.- | 2 |
| 13.0 General Maintenance and Inspection Control | \$ 84.- | 2 |
| 14.0 Daily Litter and Trash Cleanup | \$ 222.- | 7 |
| 15.0 Runoff Mitigation Control | \$ 0 | 0 |
| Civic Center Way Monthly Total | \$ 2,084.- | 80 |

Weekend Liner Service (City Parks)

| | Monthly Cost | Monthly Labor Hours |
|---|-------------------|---------------------|
| 5.0 Irrigation | \$ 0 | 0 |
| 6.0 Hardscape and Buildings | \$ 0 | 0 |
| 8.0 Shrub, Tree and Groundcover | \$ 0 | 0 |
| 9.0 Brush Clearance | \$ 0 | 0 |
| 11.0 Disease and Pest Control | \$ 0 | 0 |
| 13.0 General Maintenance and Inspection Control | \$ 0 | 0 |
| 14.0 Daily Litter and Trash Cleanup | \$ 4,000.- | 70 |
| 15.0 Runoff Mitigation Control | \$ 0 | 0 |
| Weekend Liner Service Monthly Total | \$ 4,000.- | 70 |

City of Malibu
Landscape Maintenance Services Fee Schedule Form

Community Services Department

Costs for All Areas Combined**Total Monthly Cost:**

\$7,324.00

Contractor Information:**Contractor** LANDSCAPE DEVELOPMENT, INC.

DBA ENHANCED LANDSCAPE MANAGEMENT

Street Address: 28447 WITHERSPOON PKWY
VALENCIA, CA. 91355**Address, City, State and Zip Code:** SERVICE/YARD LOCATION:
1938 E. THOUSAND OAKS BLVD.
THOUSAND OAKS, CA. 91362**Phone:**
OFFICE (805) 557-2737
GREG (805) 469-7688**E-Mail:**
marilyn@enhancedlandscape.com
greg@enhancedlandscape.com**State License Number:**

C27 450067

Authorized Representative:

GREG EPSTEIN

Title: EXECUTIVE DIRECTOR**Signature****Date:** 10-29-21

City Hall



Civic Center Way (Webb Way to Malibu Canyon Road)

