



DATE: October 21, 2024

TO: Mayor and Members of the City Council

VIA: Stefan Chatwin, City Manager
Marlene Subhashini, Assistant City Manager

FROM: Derek Schweigart, Parks and Recreation Director
Frank Fanara, Parks Maintenance Manager

DEPARTMENT: Parks and Recreation

SUBJECT: PLANS AND SPECIFICATIONS AND CALL FOR BIDS FOR
MEDIAN AND EASEMENT MAINTENANCE AND FOR CUL-DE-
SAC, WALKWAYS, ISLAND BRIDGES, AND EASEMENT
MAINTENANCE FROM JANUARY 1, 2025, AND ENDING
DECEMBER 31, 2027, WITH OPTIONAL EXTENSIONS
THROUGH DECEMBER 31, 2029

RECOMMENDATION

It is recommended that City Council adopt the attached resolution:

- Approving the plans and specifications and authorizing the Call for Bids for Median and Easement Maintenance from January 1, 2025, and ending December 31, 2027, with optional extensions through December 31, 2029; and
- Approving the plans and specifications and authorizing the Call for Bids for Cul-De-Sac, Walkways, Island Bridges, and Easement Maintenance from January 1, 2025, and ending December 31, 2027, with optional extensions through December 31, 2029.

EXECUTIVE SUMMARY

Median and Cul-De-Sac maintenance consists of two components.

1. Cul-De-Sacs;

- Maintenance of approximately two acres of landscaped cul-de-sacs (44 individual cul-de-sacs)
- Maintenance of approximately ten city-owned landscaped easements throughout the Foster City parks system
- Maintenance of exterior landscape outside Foster City Corporation Yard

2. Medians

- Maintenance of approximately fourteen acres of landscaped and hardscaped street median areas, including fourteen (14) easements

Funding of \$223,400 is available in account 110-0520-452-4251 for Median and Cul-De-Sac Maintenance. Adoption of the Resolution will authorize two actions that are required by the City's purchasing policy: Issuing a Call for Bids for Median maintenance and issuing a Call for Bids for Cul-De-Sac maintenance. Once responses have been received, award of agreements will be brought to the City Council.

BACKGROUND/ANALYSIS

The current maintenance agreements were approved via resolution by City Council on November 16, 2020, for multi-year agreements beginning January 1, 2021.

Median Agreement: The Median Agreement covers maintenance of 14 acres of landscaped and hardscaped street medians and easements. Loral Landscape is the current contractor, with an original contract of \$146,447 for January 1, 2024, to December 31, 2024. The agreement was amended to include additional work at new pedway access points, adding \$20,820, bringing the total contract to \$167,267 for 2024.

Cul-De-Sac Agreement: The Cul-De-Sac Agreement covers maintenance of 46 cul-de-sacs, 7 island bridges, 6 walkways, and the exterior landscape of the Corporation Yard. Loral Landscape is the current contractor, with a contract amount of \$61,125 for the period of January 1, 2024, to December 31, 2024.

The scope of work for both Calls for Bids includes:

- Mowing and edging of ground covers.
- Pruning and trimming of trees and shrubs 15 feet tall and under.
- Weed abatement of all landscaped and hardscaped areas.
- Adjacent curb and gutter clean up and weed abatement.
- Trash and general cleanup of all landscaped and hardscaped areas.
- Irrigation programming, checks and repair.

The proposed terms in these Calls for Bids are three years beginning January 1, 2025, and ending December 31, 2027, with optional extensions through December 31, 2029.

Compensation paid to the contractors shall increase by no more than 2% per year and shall be applied at the commencement of each extension exercised by the City.

Staff will issue Notices Inviting Bids to qualified contractors for this work and post the Calls for Bids on the City's website.

CEQA

Not Applicable

FISCAL IMPACT

There is no significant cost to issue the Calls for Bids or the Notice Inviting Bids. The fiscal impact of the work in the agreements will be discussed in the Staff Report that accompanies the award of the agreements and it is anticipated that budget amount will be sufficient for the total final cost.

CITY COUNCIL VISION, MISSION, AND VALUE/PRIORITY AREA

Facilities and Infrastructure

ATTACHMENTS:

Attachment 1 – Resolution

Attachment 2 – Call for Bids for Median and Easement Maintenance

Attachment 3 – Call for Bids for Cul-De-Sac, Walkways, Island Bridges, and
Easement Maintenance