



Office of the City Manager

CONSENT CALENDAR
May 9, 2023

To: Honorable Mayor and Members of the City Council
From: Dee Williams-Ridley, City Manager
Submitted by: Lisa Warhuus, Director, Health, Housing, and Community Services
Subject: Contract: Pacific Site Management: Landscaping Services for Health, Housing, and Community Services Department

RECOMMENDATION

Adopt a Resolution authorizing the City Manager or her designee to execute a contract, and any amendments or extensions, with Pacific Site Landscaping.

The contract will be in an amount not to exceed \$110,000 for the period July 1, 2023 through June 30, 2026.

FISCAL IMPACTS OF RECOMMENDATION

Pacific Site Management is an established landscaping company with experience with large projects and maintenance contracts with clients with multiple large facilities with landscaping needs. The City conducted a Request for Proposals process and received a total of four proposals. Pacific Site Management has met all of the steps of the City’s competitive Request for Proposal process and has submitted a revised quote with final pricing. The contract will have a total not to exceed amount of \$110,000.

FY 2024 funding is subject to Council adoption of the FY 2024 Budget and the FY 2024 Annual Appropriations Ordinance. Future years are subject to Council adoption of the Annual Appropriations Ordinances.

CURRENT SITUATION AND ITS EFFECTS

Landscaping services provided by Pacific Site Management is a Strategic Plan Priority Project, advancing our goal to provide state-of-the-art, well-maintained infrastructure, amenities, and facilities. The City of Berkeley (“the City”) Health, Housing, and Community Services Department (HHCS) currently operates at a number of facilities that require regular landscaping maintenance. These locations include:

Site Name	Address
West Berkeley Family Wellness Center	1900 6 th Street
North Berkeley Senior Center	1901 Hearst Avenue
South Berkeley Senior Center	2939 Ellis Street

Site Name	Address
Meals on Wheels / PHOU	1925 9 th Street
Berkeley Mental Health Clinic	2640 Martin Luther King Jr. Way
Ann Chandler Public Health Clinic	830 University Avenue

BACKGROUND

The City released a Request for Proposals (RFP) under Specification No. 23-11564, and convened a panel of stakeholders to select Pacific Site Management as the most responsive and responsible bidder for this contract.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no environmental impacts identified at this time.

RATIONALE FOR RECOMMENDATION

Pacific Site Management is a landscaping company with demonstrated experience with providing landscaping services for number of clients with multiple large facilities. Their proposal includes services that align with the needed maintenance services identified at various HHCS locations.

ALTERNATIVE ACTIONS CONSIDERED

Staff did not identify an alternative action consistent with the City’s goals of providing state-of-the-art, well-maintained infrastructure, amenities, and facilities.

CONTACT PERSON

Janice Chin, Public Health Division Manager, HHCS, (510) 981-5121

Attachments:

- 1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT: PACIFIC SITE MANAGEMENT: LANDSCAPING SERVICES FOR
HEALTH, HOUSING, AND COMMUNITY SERVICES DEPARTMENT

WHEREAS, the City of Berkeley Department of Health, Housing & Community Services (HHCS), is committed to providing state-of-the-art, well-maintained infrastructure, amenities, and facilities.

WHEREAS, Pacific Site Management was selected by the City's RFP process which includes bidding from vendors, draft proposals, and pricing; and

WHEREAS, funds are available in the FY 23 through FY26.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or her designee is authorized to execute a contract and any amendments, with Pacific Site Management to provide landscaping services for HHCS locations in an amount not to exceed \$110,000 for the period July 1, 2023 thru June 30, 2026. A record signature copy of said contract and any amendments to be on file in the City Clerk Department.

