



Office of the City Manager

CONSENT CALENDAR
October 10, 2023

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Liam Garland, Director, Public Works

Subject: Contract No. 32300191 Amendment: Pacific Site Management:
Landscaping Services for Public Works and Health, Housing, and
Community Services Department

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to Contract No. 32300191 with Pacific Site Management to increase the spending authority by \$150,000 for a total not to exceed \$260,000.

FISCAL IMPACTS OF RECOMMENDATION

Funding for the contract amendment to increase the spending authority by \$150,000 for a total not to exceed \$260,000, is primarily available in the FY 2024 budget in the Clean Storm and Zero Waste funds. Additional funding will be available for projects as they arise in other funds, including the Building Maintenance Fund, General Fund, Streetlight Assessment District Fund, Off Street Parking Fund, Measure BB Local Streets & Roads Fund, and Sanitary Sewer Fund.

CURRENT SITUATION AND ITS EFFECTS

The current contract, Contract No. 32300191, approved by Council through Resolution No. 70,804-N.S. on May 9, 2023, is managed by Health, Housing and Community Services (HHCS) to address onsite needs at their City facilities. Due to the excellent services provided by Pacific Site Management at other City facilities, Public Works is working with HHCS to utilize this existing City contract and amending the existing contract to add funds to cover services at sites managed by Public Works. The current on-demand service contractor providing landscaping services at existing traffic calming sites and green infrastructure locations has been unable to meet these sites unique needs. The current contractor's current contract will be redirected to address departmental needs better suited to their expertise.

Traffic calming devices such as traffic circles within the City often contain vegetation which, when overgrown, can obstruct sight lines and right-of-way access for motorized vehicles, cyclists, and pedestrians using crosswalks. Consistent maintenance, trimming, and removal of vegetation is required to keep sightlines visible for crossing traffic. The safety and efficacy of intersections with traffic circles depend upon clear visibility both

across and adjacent to the intersection. All traffic circles are subject to maintenance if not properly cared for and maintained. Vegetation within a traffic circle should not exceed the maximum height of 24 inches.

The City relies in part on green infrastructure (GI) systems—comprised of stormwater management practices (SMPs) such as bioretention, bioswales, and permeable pavement—to reduce stormwater volume and pollutants delivered to local waterways. Because GI systems incorporate vegetation, they can change as plant communities grow and establish. An effective and rigorous maintenance program is crucial for the long-term sustainability and function of GI systems.

Typical maintenance tasks include removing competitive species, removing sediment, trash, and debris, and maintaining irrigation, and other GI components. Maintenance tasks may also include a range of other activities including repairing small erosion problems, pruning trees, removing graffiti, and replanting or reseeding areas.

Currently, the City has a total of 43 GI installations. The attached list of sites are the anticipated locations and maintenance frequency that Pacific Site Management will be expected to perform services. This includes sites that Public Works has maintenance oversight responsibility and those that Parks, Recreation, and Waterfront manage.

Landscaping services in traffic circles and green infrastructure sites, provided by Pacific Site Management, address the Strategic Plan Priority of advancing our goal to provide state-of-the-art, well-maintained infrastructure, amenities, and facilities.

BACKGROUND

Public Works does not have staff assigned to landscape maintenance. HHCS agreed to Public Works' request to amend their existing contract with Pacific Site Management to add Public Works' funds to cover additional work at traffic circles and green infrastructure.

In April 2023, under Specification No. 23-11564, the City released a Request for Proposals (RFP) and convened a panel of stakeholders which selected Pacific Site Management as the most responsive and responsible bidder for providing landscaping services at City facilities managed by HHCS. These same standards and landscaping services are immediately applicable to the services required to meet the City's traffic circle maintenance needs.

ENVIRONMENTAL SUSTAINABILITY AND CLIMATE IMPACTS

There are no anticipated negative environmental effects or climate impacts of this action. This contract amendment will help ensure proper maintenance of traffic circles and green infrastructure installations which slow runoff by dispersing it to vegetated areas, which promote infiltration and evapotranspiration, and/or use bioretention to improve the water quality of stormwater runoff. In addition, any replacement plantings or

Contract No. 32300191 Amendment: Pacific Site Management:
Landscaping Services for Public Works and
Health, Housing, and Community Services Department

CONSENT CALENDAR
October 10, 2023

new landscaping will be Bay-Friendly, drought-tolerant, and pollinator supportive. Any vegetative debris generated from their services will be converted into usable compost.

RATIONALE FOR RECOMMENDATION

Pacific Site Management is a landscaping company with demonstrated experience in providing landscaping services for a number of clients with multiple large facilities. Their RFP proposal included services that align with the needed maintenance services identified at various Public Works locations. Approving this amendment saves staff time and City funds by avoiding another RFP process for services identical to those outlined in Specification No. 23-11564.

ALTERNATIVE ACTIONS CONSIDERED

There is no alternative action at this time. If the contract amendment is not authorized, there are no internal staff available to complete this type of work and other current City contractors are unable to provide appropriate comparable services.

CONTACT PERSON

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Joseph Griffin, Community Services Specialist, Public Works, 510-981-6358
Joy Brown, Operations Manager, Public Works, 510-981-6629
Srinivas Muktevi, Supervising Civil Engineer, Public Works 510-981-6402

Attachment:

- 1: Resolution
- 2: List of Green Infrastructure Installations

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

CONTRACT AMENDMENT: PACIFIC SITE MANAGEMENT: LANDSCAPING
SERVICES FOR PUBLIC WORKS

WHEREAS, the City of Berkeley Department of Public Works, is committed to providing state-of-the-art, well-maintained infrastructure, amenities, and facilities; and

WHEREAS, the City Council approved Resolution No.64,507-N.S. on June 3, 2009, establishing a Bay-Friendly landscaping policy for City projects; and

WHEREAS, the City Council approved Resolution No.69,090-N.S. on September 10, adopting a Green Infrastructure Plan.

WHEREAS, Pacific Site Management was selected as the most qualified vendor by the City's RFP process in April 2023, under Specification No. 23-11564, which included bidding from multiple vendors, draft proposals, and pricing; and

WHEREAS, Pacific Site Management and the City executed Contract No. 32300191, which was approved by Council on May 9, 2023 through Resolution No. 70,804-N.S. for an amount not to exceed \$110,000; and

WHEREAS, funds are available in Public Works budgets for the FY24 through FY26, including the Zero Waste Fund 601 and Clean Storm Fund 616; and

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 amendment, with Pacific Site Management to provide landscaping services for Public Works locations in an amount not to exceed \$260,000 for the period July 1, 2023 thru June 30, 2026. A record signature copy of said contract and any amendments will be on file in the City Clerk Department.

Green Infrastructure City-Wide As of October 2023

Public Works Sites			
#	Site Location	Type	Maintenance Frequency
1	Spruce and Vine	Bioswale	<u>Quarterly</u> Special Events: April - Compost July - Mulch October – Replanting
2	Presentation Park		
3	Rose and Hopkins		
4	North Branch Library		
5	Channing R.R.		
6	Woolsey		
7	Derby and Grant	Bioretention	
8	South Branch Library		
9	Claremont Branch Library		
10	Sixth and Codornices		
11	Milvia Street		
12	Piedmont		
13	Grayson St		
14	Page St. R.R.		
15	San Pablo: McDonald's	Media Filter	
16	Berkeley Corporation Yard		
17	Hearst and Oxford	Bioretention	<u>Replanting Maintenance</u> Monthly during 1 st year
18	Berkeley Fire Warehouse	Bioswale	
19	Center Street Garage	Flow Through Planters	<u>Bi-Annual</u> April August
20	West Branch Library	Flow through planters	
21	Downtown Berkeley Bart	Bioretention & tree wells	
22	Eunice and Milvia	Permeable Pavement	<u>Bi-Annual</u> April October
23	Milvia and Hopkins		
24	Ward Street		
25	Spinnaker Way		
26	Channing Way (Milvia & MLK)		

Contract No. 32300191 Amendment: Pacific Site Management:
 Landscaping Services for Public Works and
 Health, Housing, and Community Services Department

CONSENT CALENDAR
 October 10, 2023

27	Berkeley Transfer Station	Vault based stormwater treatment system	<u>Annually</u> May
28	Berkeley Corporation Yard		
29	Oxford Garage	Rain harvesting system	
30	Woolsey		
31	Fire Warehouse		
32	Dona Spring Animal Shelter	Bioretention & flow through planters	under contract with the building landscaper

Parks, Recreation, and Waterfront Site List		
#	Site Location	Type
1	San Pablo Park	Bioswale
2	Tom Bates Sports Field	
3	Grove Park	
4	Ohlone Dog Park	
5	South Cove East Parking Lot	Bioretention
6	University Ave Median frontage to Marina Blvd	
7	University Ave. at Marina Blvd. Roundabout & Side Planters	
8	Codornices Park	
9	Spinnaker Circle	
10	Spinnaker Way Parking Lanes	Permeable Pavement
11	Aquatic Park -Rowing Club Parking Lot	