



Office of the City Manager

CONSENT CALENDAR
June 13, 2017

To: Honorable Mayor and Members of the City Council

From: Dee Williams-Ridley, City Manager

Submitted by: Scott Ferris, Director, Parks Recreation & Waterfront

Subject: Contract: Gardeners' Guild for Maintenance at Tom Bates Sports Complex and Gabe's Sport Fields

RECOMMENDATION

Adopt a Resolution authorizing the City Manager or her designee to execute a contract and any amendments with the Gardeners' Guild for operations and maintenance services at Tom Bates and Gabriel Catalfo (Gabe's) Fields in an amount not to exceed \$137,664 per year for a period of three years, beginning July 1, 2017, with two one-year options to extend for a total contract amount not to exceed \$688,320.

FISCAL IMPACTS OF RECOMMENDATION

The \$137,664/year cost of operating and maintaining Tom Bates and Gabe's sports fields will be covered by revenue from field user fees. Funding for this contract will be appropriated as part of the First Amendment to the FY 2018 Annual Appropriations from the Sports Field (Vendor-Operated) Fund (Fund 111). CMS No: T4ZAY.

CURRENT SITUATION AND ITS EFFECTS

The City has contracted with the Association of Sports Field Users (ASFU) for operations and maintenance services at Gabe's Sports Fields at Harrison Park since 2001 and at Tom Bates Sports Complex since 2008. Per City guidelines, the City is required to conduct competitive RFP processes for contracts that are three years old or older in order to get the best level of services at a competitive price. In the spring of 2017, the City conducted a competitive RFP process to obtain maintenance-only services at Tom Bates and Gabe's sports fields (Bid Specification 17-11120-C). On April 6, 2017 the City received three qualified proposals. A review panel comprised of independent landscape and recreation professionals was convened by City staff to review the proposals. Based on the review, as well as a comprehensive and detailed check of references, Gardeners Guild was determined to be the most responsive proposal to the requirements specified by the RFP.

BACKGROUND

In 2001, the City completed the construction of Gabe's sports fields at Harrison Park on city-owned land. In 2008, the City completed the construction of the Tom Bates Sports Complex under a ground lease agreement on land owned by the East Bay Regional Park District and through a joint powers agreement with Albany, El Cerrito, Emeryville and Richmond. The business model for these facilities was based on the premise that field user fees would generate sufficient revenue to cover all operation and maintenance costs, as the City did not have sufficient staffing capacity to operate and maintain the facilities.

ENVIRONMENTAL SUSTAINABILITY

There are no identifiable environmental effects or opportunities associated with the subject of this report.

RATIONALE FOR RECOMMENDATION

The City does not have sufficient staffing capacity to operate and maintain the Tom Bates and Gabe's sports fields. Field user fees generate sufficient revenue to cover all operation and maintenance costs of the fields. Through a competitive RFP process conducted in the Spring of 2017, a review panel determined that Gardeners Guild was the most responsive contractor to the RFP process.

ALTERNATIVE ACTIONS CONSIDERED

None

CONTACT PERSON

Scott Ferris, Director, Parks Recreation & Waterfront, 981-6700
Susan Ferrera, Parks Superintendent, 981-6667

Attachments:

1: Resolution

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

CONTRACT: GARDENERS GUILD FOR TOM BATES SPORTS COMPLEX AND
GABE'S SPORTS FIELDS AT HARRISON PARK MAINTENANCE

WHEREAS, in 2001, the City completed the construction of Gabe's sports fields at Harrison Park on city-owned land; and

WHEREAS, in 2008, the City completed the construction of the Tom Bates Sports Complex under a ground lease agreement on land owned by the East Bay Regional Park District and through a joint powers agreement with Albany, El Cerrito, Emeryville and Richmond; and

WHEREAS, the City does not have sufficient staffing capacity to operate and maintain the Tom Bates Sports Complex and Gabe's sports fields; and

WHEREAS, the cost of operating and maintaining Tom Bates Sports Complex and Gabe's sports fields is covered by revenue from field users fees; and

WHEREAS, in the spring of 2017, the City conducted a competitive RFP process to obtain maintenance-only services at Tom Bates and Gabe's sports fields (Bid Specification 17-11120-C); and Gardeners Guild was determined to be the most responsive proposal to the requirements specified by the RFP; and

WHEREAS, funding for this contract will be appropriated as part of the First Amendment to the FY 2018 Annual Appropriations from the Sports Field (Vendor-Operated) Fund (Fund 111), CMS No.T4ZAY.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager or her designee is hereby authorized to execute a contract and any amendments with Gardeners Guilds for operations and maintenance at Tom Bates Sports Complex and Gabe's Fields in an amount not to exceed \$137,664 per year for a period of three years, beginning July 1, 2017, with two one-year options to extend for a total contract amount not to exceed \$688,320. A record signature copy of said contract will be on file in the Office of the City Clerk.

