



Office of the City Manager

CONSENT CALENDAR  
March 13, 2018

To: Honorable Mayor and Members of the City Council  
 From: Dee Williams-Ridley, City Manager  
 Submitted by: Paul Buddenhagen, Director, Health, Housing, and Community Services  
 Subject: Contract No 9709C Amendment: Pacific Site Management for the Provision of Landscape Maintenance Services

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to amend Contract No. 9709C with Pacific Site Management for the provision of landscape maintenance services at the North Berkeley Senior Center, South Berkeley Senior Center, West Berkeley Service Center, Berkeley Mental Health Clinics and the Ann Chandler Public Health Center, increasing the not to exceed amount by \$50,788 for a total not to exceed amount of \$209,518 through June 30, 2019.

FISCAL IMPACTS OF RECOMMENDATION

Funding is available in the General Fund for FY 2018 in budget code 960-4401-440-30.38 (\$5,686) for Mental Health and for FY 2019 in budget codes 010-7919-440-30.38 (\$4,021), 010-7916-463-30.38 (\$10,255) and 010-7918-463-30.38 (\$6,214) for Aging, 960-4401-440-30.38 (\$12,550) for Mental Health, and 010-4575-440-30.38 (\$12,062) for Public Health. The FY 2019 Funding for the contract amendment is subject to Council approval of the FY 2019 Mid-Biennial Budget Update and the FY 2019 Annual Appropriations Ordinance. The contract management system number is CMS No. FH5P4.

CURRENT SITUATION AND ITS EFFECTS

Pacific Site Management provides landscaping maintenance services at the North Berkeley Senior Center, South Berkeley Senior Center, West Berkeley Service Center, Berkeley Mental Health Clinic and the Ann Chandler Public Health Center. Additional authorization is needed in order to fully fund the contract.

BACKGROUND

On March 28, 2014, the City released a Request for Proposals (RFP) Specification No. 14-10842-C for landscape maintenance services. On April 17, 2014, three proposals were received and a review panel evaluated the submissions. The panel concluded that D&H Landscaping best met the requirements and it was recommended that a contract be awarded to them to fulfill the scope of services. D&H Landscaping was acquired by Pacific Site Management as of April 1, 2016 and a contract amendment and assignment

was executed on June 17, 2016 to account for that change under Contract No. 9709. Contract Nos. 9709A, 9709B, and 9709C amended the contract to increase the not to exceed amount, extend the contract end dates and to add services for the new Berkeley Mental Health Clinic site on Alcatraz Avenue.

#### ENVIRONMENTAL SUSTAINABILITY

On June 23, 2009, the City Council approved Resolution No. 64,507–N.S. establishing the Bay-Friendly Landscaping policy for City projects. Pacific Site Management is Bay-Friendly certified and they have warranted that the maintenance of the landscape will support the integrity of the macro San Francisco Bay area watershed.

#### RATIONALE FOR RECOMMENDATION

Execution of this contract will allow for landscaping services to continue at the following HHCS sites: North Berkeley Senior Center, South Berkeley Senior Center, West Berkeley Service Center, Berkeley Mental Health Clinics and the Ann Chandler Public Health Center.

#### ALTERNATIVE ACTIONS CONSIDERED

Terminating services with Pacific Site Management and releasing a new RFP for landscape maintenance services. The alternative action of terminating services would result in a disruption of landscape maintenance and a decline in overall condition of the grounds at the North Berkeley Senior Center, South Berkeley Senior Center, West Berkeley Service Center, Berkeley Mental Health Clinics and the Ann Chandler Public Health Center.

#### CONTACT PERSON

Ann Song, Sr. Health Services Program Specialist, HHCS, 981-5399  
Leah Talley, Interim Manager of Public Health Services, HHCS Department, 981-5420

Attachments:  
1: Resolution

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

CONTRACT NO 9109C AMENDMENT: PACIFIC SITE MANAGEMENT FOR THE  
PROVISION OF LANDSCAPE MAINTENANCE SERVICES

WHEREAS, the Health, Housing & Community Services Department is responsible for providing a professional, safe and environmentally friendly landscape at the City of Berkeley Senior Centers, the West Berkeley Service Center, the Berkeley Mental Health Clinic and the Ann Chandler Public Health Center; and

WHEREAS, on April 17, 2014 three proposals were submitted and a review panel determined D&H Landscaping best matched the selection criteria; and

WHEREAS, on July 1, 2014, Contract 9709 was previously executed; and

WHEREAS, on April 1, 2016, D&H Landscaping was acquired by Pacific Site Management; and

WHEREAS, on August 23, 2017, Contract 9709C was executed to assign the contract to Pacific Site Management to add services to the new Mental Health Clinic on Alcatraz; and

WHEREAS, it is beneficial for the City to enter into an agreement with a Bay-Friendly certified landscaper as it directly supports the City's environmental sustainability goals; and

WHEREAS, funds are available in the current fiscal year's budget code 960-4401-440-30.38 (\$5,686) for Mental Health and for FY19 in budget codes 010-7919-440-30.38 (\$4,021), 010-7916-463-30.38 (\$10,255) and 010-7918-463-30.38 (\$6,214) for Aging, 960-4401-440-30.38 (\$12,550) for Mental Health, and 010-4575-440-30.38 (\$12,062) for Public Health, and the contract has been entered into the City's contract database with CMS No. FH5P4.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is authorized to execute an amendment to Contract No. 9109C with Pacific Site Management to provide landscape maintenance services at the North Berkeley Senior Center, South Berkeley Senior Center, West Berkeley Service Center, Berkeley Mental Health Clinics and the Ann Chandler Public Health Center through June 30, 2019, increasing the not to exceed amount by \$50,788, for the total not to exceed amount of \$209,518. A record signature copy of said contract and any amendments to be on file in the Office of the City Clerk.

