City of Long Beach

Grounds Maintenance Landscape Contract
Parks, Recreation and Marine Department

August 14, 2018

Landscape Standards

➤ Defines how a landscaped area is expected to look and function when the work is completed

➤ Consistent with performance criteria

➤ Aligned with the Department's strategic objectives

➤ Has short- and long-term expectations

➤ Consideration to:

- Stakeholder Use

- Horticultural Function and Aesthetics

- Safety

Scope

Horticultural Elements

- Trees
- Lawns
- Lakes
- Synthetic and Natural Turf Athletic Fields
- Nature Centers
- Open Spaces
- Drought-Tolerant Plants

Functional Elements

- Sidewalks
- Parking Lots
- Picnic Tables and Benches
- Waste Receptacles
- Play Structures
- Dog Parks
- Historic Site (Rancho)

Procedure for Awarding

➢ 2016 revision of contract began

- Preparation of the Request For Proposals (RFP)

  - Grounds Maintenance committee produced the document with input and contract samples from CA cities with similar landscape scopes

  - Included recommendations in City Auditor's 2016 Park Maintenance Audit

➢ Criteria for award

- Approach, Experience, Price

What's Different Now?

- Irrigation

  - Repairs are to be performed within 12 hours of discovery

  - Majority of irrigation timers will be programmed by 2019

- Athletic fields are to be inspected daily, fertilized monthly, and irrigation repair completed within 4 hours

- Earlier 'permit' site preparation (7 am vs. 9 am) for weekend use

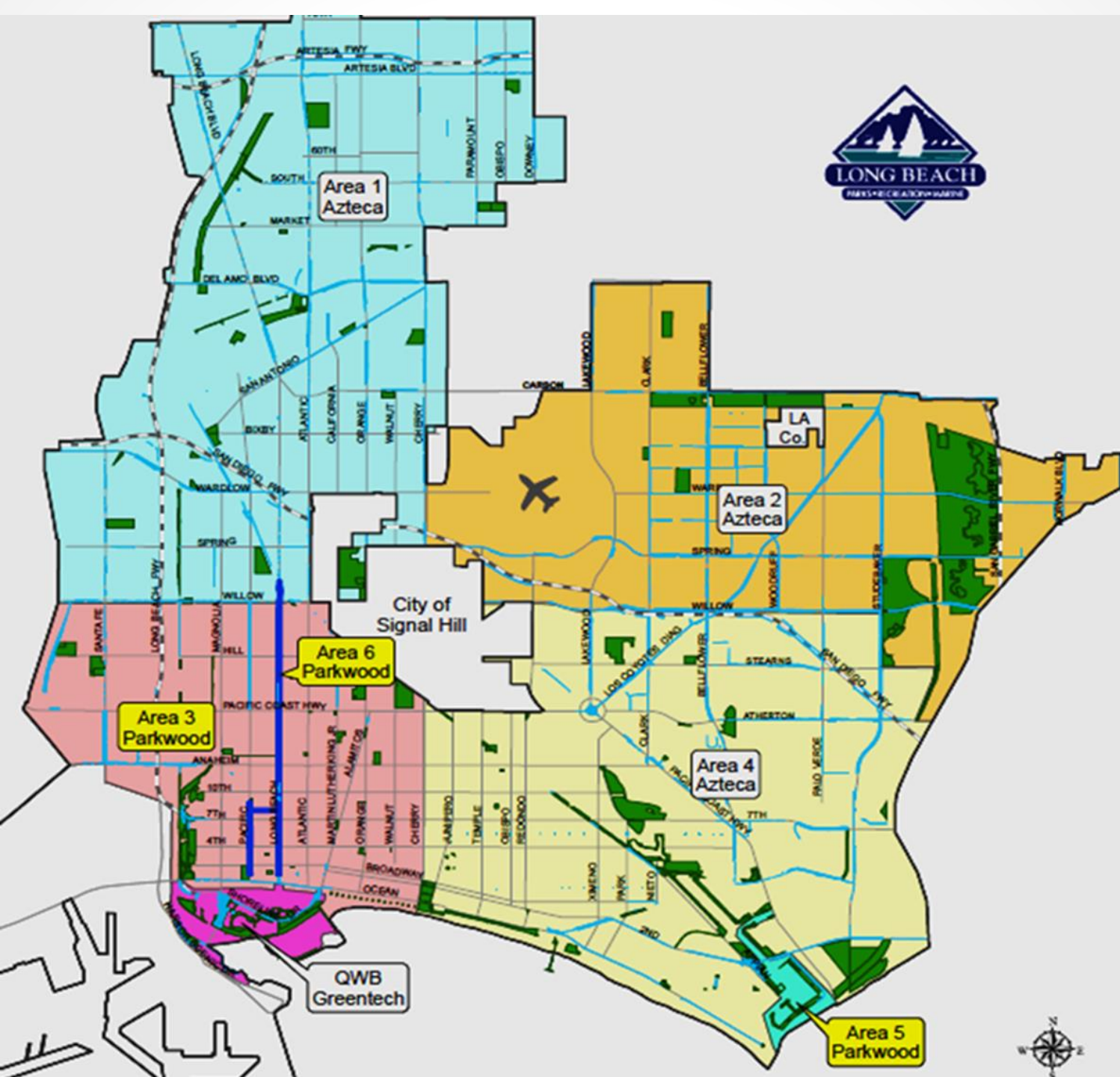- Specifications for trash, abandoned items, and debris removal more clearly defined

- Management includes weekly park inspections against the prescribed specifications using a mobile inspection system

  - Deficiencies will result in reductions in payment of invoices

Results

Landscape contract consists of the same primary geographical areas, but are now managed as 6 individual entities, instead of 4

Areas 1-4 remain the same

Area 5 consists of Tidelands basins, which required a specified landscape scope

Area 6, MTA Blue line, was formerly managed within Area 3

Fiscal Impact

NW Parks & Streets (Area 1-PRM): Azteca	$ 993,113
NE Parks & Streets (Area 2-PRM): Azteca	1,426,260
SW Parks & Streets (Area 3-PRM): Parkwood	708,726
SE Parks & Streets (Area 4-PRM): Azteca	776,520
Marinas (Area 5-PRM): Parkwood	82,955
MTA Blue Line (Area 6-PW): Parkwood	111,444
Additional Work for Repairs and Requests	614,853
Sub-total Base Contracts	$4,713,871
Annual Contingency for increases to scope of work (e.g. new or altered parks or services)	$471,388
Total Authorization Requested	**$5,185,259**

- Contract cost is 5.1 million
  - 1 million more than previous contract
  - Funds service levels for all sites:
    - Parks
    - Libraries
    - Street landscape
    - Police stations
    - Health centers
    - Lakes
    - Historic site
    - Natural areas - El Dorado Nature Center and DeForest Wetlands

Contract Management

Site evaluation and communication are the most important component of managing a scope of this magnitude.

➢ Electronic mobile monitoring system developed in 2016 and operationally employed since 2017

- Allows for inspection of all sites, against the contracted landscape specification

- Inspection document has the landscape contract specifications listed

- Work orders are issued immediately against deficiencies found during the inspection

- Ongoing deficiencies result in a reduction against the monthly income

Transition

- September start date

- Transition team consist of both Tidelands and Uplands Maintenance Superintendents and supervisors, and Contractors' representatives

- City and contractor transition teams have met:
  - Site tours are scheduled for areas that will have a new contractor
  - Current service schedules have been reviewed and made available
  - Equipment and staffing is being addressed by the contractor
  - Maintenance yards are being readied for turnover
  - Additional monitoring from City staff is planned for initial operations

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