



# CITY OF LONG BEACH

DEPARTMENT OF PARKS, RECREATION & MARINE

# R-17



2760 N. Studebaker Road, Long Beach, CA 90815-1697  
(562) 570-3100 • FAX (562) 570-3109  
www.LBParks.org

selected  
**best in the nation**

May 17, 2016

HONORABLE MAYOR AND CITY COUNCIL

City of Long Beach  
California

## RECOMMENDATION:

Adopt Specifications No. ITB PR16-021 and award a contract to Greentech Landscape, Inc., of Whittier, CA, to provide grounds and landscape maintenance services for Queensway Bay, in an annual amount not to exceed \$374,983, and authorize a 15 percent contingency in the amount of \$56,247, for a total annual contract amount not to exceed \$431,230, for a period of two years, with the option to renew for two additional one-year periods, at the discretion of the City Manager or his designee. (District 2)

## DISCUSSION

City Council approval is requested to enter into a contract with Greentech Landscape, Inc. (Greentech), for grounds and landscape maintenance services for the Queensway Bay area. This contract is used by the Department of Parks, Recreation and Marine. Given the high concentration of tourists and conventioners in the area, the City of Long Beach (City) has identified Queensway Bay as requiring a higher level of grounds and landscape services, similar to a theme park site. This recommendation will ensure that the service level and high quality landscaping continues in the Queensway Bay area in the manner expected by local businesses, visitors and conventioners.

In an effort to control costs, new specifications were developed that identify a more accurate depiction of the services required for the upkeep and maintenance of the Queensway Bay area. The new contract illustrates the upgraded routine grounds and landscape maintenance services that are to be performed, contractor performance accountabilities, and the supplemental tasks to be completed on an as-needed basis. The supplemental tasks include future site development, plant installation and establishment, turf renovation, and special event preparation and repairs.

## HONORABLE MAYOR AND CITY COUNCIL

May 17, 2016

Page 2

The bid was advertised in the Long Beach Press-Telegram on January 12, 2016, and 7,101 potential bidders specializing in grounds and landscape maintenance were notified of the bid opportunity. Of those bidders, 52 downloaded the bid via the City's electronic bid system. The bid document was made available from the Purchasing Division, located on the seventh floor of City Hall, and the Purchasing Division's website at [www.longbeach.gov/purchasing](http://www.longbeach.gov/purchasing). A bid announcement was also included in the Purchasing Division's weekly update of Open Bid Opportunities, which is sent to 22 local, minority and women-owned business groups. Five bids were received on February 11, 2016. Of those five bidders, one was a Minority-owned Business Enterprise (MBE), two were Women-owned Business Enterprises (WBEs), two were certified Small Business Enterprises (SBEs), and none were Long Beach businesses (Local). Greentech Landscape, Inc., of Whittier, CA (SBE), was the lowest responsible bidder.

### **Local Business Outreach**

In an effort to align with our outreach goal, Long Beach businesses are encouraged to submit bids for City contracts. The Purchasing Division also assists businesses with registering on the Bids Online database to download bid specifications. Through outreach, 735 Long Beach vendors were notified of the bid opportunity, of which five downloaded and none submitted a bid. The Purchasing Division is committed to continuing to perform outreach to local vendors to expand the bidder pool.

This matter was reviewed by Principal Deputy City Attorney Gary J. Anderson on April 19, 2016 and by Budget Management Officer Victoria Bell on April 22, 2016.

### **SUSTAINABILITY**

In keeping with the City's Environmentally Preferable Purchasing Policy, this contract requires Greentech to perform all requested services in an environmentally responsible manner. The contract provides the following benefits:

- **Environmental Benefits:** Greentech will strive to preserve as many important, mature, healthy, and native plants as possible. The use of materials, products and practices that are harmful to the environment will be avoided. Greentech will also strive to conserve the use of water while performing the requested services.

### **TIMING CONSIDERATIONS**

City Council action to adopt Specifications No. ITB PR16-021 and award a contract concurrently is requested on May 17, 2016, to ensure that grounds and landscape maintenance services continue without interruption.

HONORABLE MAYOR AND CITY COUNCIL

May 17, 2016

Page 3

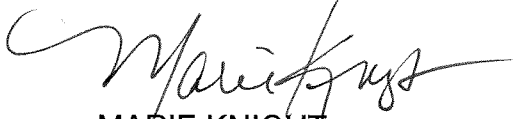
FISCAL IMPACT

Annual expenditures for these services will not exceed \$431,230, and this amount is budgeted in the Rainbow Harbor Fund (TF 411) in the Parks, Recreation and Marine Department (PR). The award of this contract will provide continued support to our local economy by assisting in the preservation of employment for two full-time and two part-time employees residing in Long Beach.

SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



MARIE KNIGHT  
DIRECTOR OF PARKS, RECREATION AND MARINE



JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT

MK:JG:SS:EH:mk

APPROVED:



---

PATRICK H. WEST  
CITY MANAGER