



# CITY OF LONG BEACH

DEPARTMENT OF FINANCIAL MANAGEMENT

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April 17, 2012

HONORABLE MAYOR AND CITY COUNCIL  
City of Long Beach  
California

## RECOMMENDATION:

Adopt Specifications No. PA-01412 and award a contract to Greentech Landscape, Inc., of Whittier, CA (MBE and SBE), for the purchase of grounds and landscape maintenance services for Queensway Bay areas, in an annual amount not to exceed \$424,070, for a period of one year, with the option to renew for two additional one-year periods, at the discretion of the City Manager. (District 2)

## DISCUSSION

City Council approval is requested to enter into an annual contract with Greentech Landscape, Inc., for the purchase of grounds and landscape maintenance services for Queensway Bay areas. 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 has identified Queensway Bay as requiring a higher level of grounds and landscape services, similar to a theme park site. This City Council action will ensure the service level and quality landscaping expected by local businesses, visitors and conventioners at the City's Queensway Bay areas.

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 areas. The new contract illustrates the upgraded routine grounds and landscape services that are to be performed, as well as the optional and supplemental tasks to be completed on an as-needed basis. The optional and supplemental tasks include future site development, plant installation and establishment, turf renovation, and special event preparation and repairs.

The bid was advertised in the Press-Telegram on December 12, 2011, and 283 potential bidders specializing in landscape maintenance were notified. Of those bidders, 25 downloaded the bid via our electronic bid system. The bid document was made available from the Purchasing Division, located on the seventh floor of City Hall, and the Divisions' 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 30 local,

minority and women-owned business groups. Seven bids were received on December 29, 2011. Of those bidders, one was a Minority-owned Business Enterprise (MBE), none were Women-owned Business Enterprises (WBEs), one was a certified Small Business Enterprise (SBE), and one was a Long Beach-based business (Local). Greentech Landscape, Inc., of Whittier, CA (MBE and SBE), was the lowest responsible bidder.

### **Local Business Outreach**

In an effort to align with our outreach goal, Long Beach businesses were encouraged to submit bids for City contracts. The Purchasing Division also assisted businesses with registering on the Bids Online database to download the bid specifications. Through outreach, 15 Long Beach vendors were contacted to submit bids, of which one downloaded and 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 Deputy City Attorney Amy R. Webber on March 27, 2012 and Budget Management Officer Victoria Bell on March 30, 2012.

### **SUSTAINABILITY**

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

- **Environmental benefits** - The vendor will aim 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. The vendor will also aim to conserve the use of water while performing the requested services.

### **TIMING CONSIDERATIONS**

City Council action to adopt Specifications No. PA-01412 and award a contract concurrently is requested on April 17, 2012 to ensure that a contract is in place expeditiously.

### **FISCAL IMPACT**

The cost of this contract, in an annual amount not to exceed \$424,070, is budgeted in the Rainbow Harbor Fund (TF 411) in the Department of Parks, Recreation, and Marine (PRM). The contract amount shows a 38 percent decrease from the last contract amount, which was \$685,461. The award of this contract will provide continued support to our local economy by assisting in the preservation of one full-time employee residing in Long Beach with employment.

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April 17, 2012

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SUGGESTED ACTION:

Approve recommendation.

Respectfully submitted,



JOHN GROSS  
DIRECTOR OF FINANCIAL MANAGEMENT



GEORGE CHAPJIAN  
DIRECTOR OF PARKS, RECREATION AND MARINE

JG:GC:ES:rb  
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APPROVED:



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PATRICK H. WEST  
CITY MANAGER