



Council Agenda Report

From: Dwayne Brown, Maintenance Services Superintendent

Subject: Approval of Contract for Paso Robles Landscape & Lighting District Maintenance Area 5

CEQA Determination: The City finds that this action is not a project under the California Environmental Quality Act pursuant to State Guidelines Section State CEQA Guidelines, §§ 15060, subd. (b)(2)-(3), 15378.

Date: April 18, 2023

Facts

1. The Paso Robles Landscape & Lighting Maintenance District No. 1 (the “Landscape & Lighting District”) is comprised of more than 4,000 assessable parcels organized into 19 different Zones and 145 Sub Areas.
2. The City has historically contracted to maintain the Landscape & Lighting District via a landscape maintenance services contract. The current contract for Paso Robles Landscape & Lighting Maintenance District No. 1 Maintenance Area 5 (“Maintenance Area 5”) including the zones and subareas as outlined in the table below, expired on February 14, 2023.
3. Maintenance Area 5 includes the following:

Maintenance Area	Properties	Zones/Sub Areas	Standalone Sub Areas
5	>545	2/2A-1, 2C-2, 2D, 2E, 2F, 15; 3/20, 25, 30; 12/3, 54, 70A, 70B, 70C, 89	112

4. Contracted maintenance is required for parkways, medians, greenbelts, open space, and other related facilities including, but not limited to, landscape uplighting, Dogipots, and annual weed abatement.
5. On January 25, 2023, several contractors were invited to submit quotes to provide landscape maintenance services for Landscape & Lighting District Maintenance Area 5. Proposing contractors were asked to present an outline of their service approach and a schedule addressing the particular needs of Maintenance Area 5.
6. Three contractors submitted quotes for Maintenance Area 5. The quotes were reviewed by staff to ensure the contractor’s understanding of scope.

Silver Fox Landscapes, Inc.	\$111,613.00
Green With Envy Landscaping, Inc.	\$116,265.00
Madrone Landscaping	\$142,910.00

7. The quote submitted by Silver Fox Landscapes, Inc. to provide landscape services in Maintenance Area 5 is responsive to the City’s needs and provides an appropriate level of service.

Options

1. Take no action;
2. Approve a contract with Silver Fox Landscapes, Inc. to provide landscape maintenance services to Maintenance Area 5 and find the action exempt from CEQA; or
3. Provide alternative direction to staff.

Analysis and Conclusions

Silver Fox Landscapes, Inc. has demonstrated a comprehensive understanding of the particular landscape maintenance needs of Maintenance Area 5. Their communication approach with City staff combined with a recognition of the required work bodes well for the overall maintenance quality of the neighborhood improvements.

Fiscal Impact

The total cost of the contract with Silver Fox Landscapes, Inc. for Maintenance Area 5 is \$111,613 annually. The FY 2022-23 budget for landscape maintenance services for Maintenance Area 5 is \$107,806, however there are sufficient reserves to cover this shortfall. The City annually levies and collects assessments on properties within the Landscape and Lighting District in order to fund the work prescribed within this agreement. There is no general fund impact.

CEQA Determination: The City finds that this action is not a project under the California Environmental Quality Act pursuant to State Guidelines Section State CEQA Guidelines, §§ 15060, subd. (b)(2)-(3), 15378 because it can be seen with certainty the action will have no impact on the environment.

Recommendation (Option 1)

1. Approve Resolution 23-xxx, authorizing the City Manager to enter into a contract with Silver Fox Landscapes, Inc. for a one-year period in the amount of \$111,613 per year, with the option to extend by mutual consent in two-year increments for a total of 10 years and find the action exempt from CEQA.
2. Authorize the City Manager and City Attorney to make minor adjustments to the agreement, if needed, remaining fully consistent with the Council's intent.

Attachments

1. Resolution 23-XXX