



CITY OF BUELLTON

CITY COUNCIL AGENDA

**Regular Meeting of October 11, 2012 at 6:00 p.m.
City Council Chambers, 140 West Highway 246
Buellton, California**

Materials related to an item on this agenda, as well as materials submitted to the City Council after distribution of the agenda packet, are available for public inspection in the Office of the City Clerk, located at 107 West Highway 246, during normal business hours.

CALL TO ORDER

Mayor Holly Sierra

PLEDGE OF ALLEGIANCE

Vice Mayor Dave King

ROLL CALL

Council Members Ed Andrisek, John Connolly, Judith Dale, Vice Mayor Dave King, and Mayor Holly Sierra

REORDERING OF AGENDA

PUBLIC COMMENTS

Speaker Slip to be completed and turned in to the City Clerk prior to commencement of meeting. Limited to matters not otherwise appearing on the agenda. Limited to three (3) minutes per speaker. No action will be taken at this meeting.

CONSENT CALENDAR

(ACTION)

The following items are scheduled for consideration as a group. Any Council Member, the City Attorney, or the City Manager may request that an item be withdrawn from the Consent Agenda to allow for full discussion.

- 1. Minutes of September 27, 2012 Regular City Council Meeting**
- 2. List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2012-13**

PRESENTATIONS

PUBLIC HEARINGS

COUNCIL MEMBER COMMENTS

COUNCIL ITEMS

WRITTEN COMMUNICATIONS

Written communications are included in the agenda packets. Any Council Member, the City Manager or City Attorney may request that a written communication be read into the record.

COMMITTEE REPORTS

This Agenda listing is the opportunity for Council Members to give verbal Committee Reports on any meetings recently held for which the Council Members are the City representatives thereto.

BUSINESS ITEMS

(POSSIBLE ACTION)

- 3. **Discussion Regarding Honoring Russ Hicks**
❖ (Staff Contact: City Manager Kunkel)
- 4. **Award of Contract for Citywide Landscape Maintenance Services**
❖ (Staff Contact: Public Works Director Hess)

CITY MANAGER’S REPORT

CLOSED SESSION ITEMS

(POSSIBLE ACTION)

- 5. **The City Council will conduct a Closed Session pursuant to California Government Code Section 54957 concerning the following:**

PUBLIC EMPLOYEE PERFORMANCE EVALUATION – CONTRACT REVIEW

Title: City Manager

ADJOURNMENT

The next meeting of the City Council will be held on Thursday, October 25, 2012 at 6:00 p.m.

CITY OF BUELLTON

CITY COUNCIL MEETING MINUTES
Regular Meeting of September 27, 2012
City Council Chambers, 140 West Highway 246
Buellton, California

CALL TO ORDER

Mayor Holly Sierra called the meeting to order at 6:00 p.m.

PLEDGE OF ALLEGIANCE

Council Member Ed Andrisek led the Pledge of Allegiance

ROLL CALL

Present: Council Members Ed Andrisek, John Connolly, Judith Dale, Vice Mayor Dave King, and Mayor Holly Sierra

Staff: City Manager John Kunkel, Assistant City Attorney Steve McEwen, Planning Director Marc Bierdzinski, Public Works Director Rose Hess, Finance Director Annette Muñoz, Station Commander Lt. Brad McVay and City Clerk Linda Reid

REORDERING OF AGENDA

None

PUBLIC COMMENTS

Mike Hendrick, General Manager of the Santa Ynez Valley Marriott, stated that the flyer being distributed by the Buellton Chamber of Commerce regarding Measure D2012 raising "Transient Occupancy Tax" is misleading as to who will be taxed and how the tax revenue will be used. Mr. Hendrick provided the flyer for the record and requested that the flyer be corrected.

Mark Preston, Buellton, discussed the City's budget and provided handouts for the record regarding his comments.

Lt. Brad McVay, Station Commander with the Santa Barbara County Sheriff's Department announced that National Drug Take-Back Day will take place this Saturday, September 29, 2012 from 10:00 a.m. to 2:00 p.m. at Union Bank in Solvang. Residents can drop off their used, unwanted, or expired medications, which will then be incinerated.

CONSENT CALENDAR

1. **Minutes of September 13, 2012 Regular City Council Meeting**
2. **List of Claims to be Approved and Ratified for Payment to Date for Fiscal Year 2012-13**

MOTION:

Motion by Council Member Andrisek, seconded by Council Member Dale, approving Items 1 and 2 of the consent calendar as listed.

VOTE:

Motion passed by a roll call vote of 5-0.

Council Member Andrisek questioned the proposed Resolution No. 12-24 and Assistant City Attorney answered his questions and discussed the Resolution.

3. **Resolution No. 12-24 – “A Resolution of the City Council of the City of Buellton, California, Acknowledging the City Council’s Role as the Code Reviewing Body for the Successor Agency to the Redevelopment Agency of the City of Buellton and the Oversight Board of the Successor Agency”**

MOTION:

Motion by Council Member Andrisek, seconded by Vice Mayor King, approving Item 3 of the consent calendar as listed.

VOTE:

Motion passed by a roll call vote of 5-0.

PRESENTATIONS

None

PUBLIC HEARINGS

None

COUNCIL MEMBER COMMENTS

Council Member Andrisek discussed limited time parking in front of Houston’s Liquor and asked for this area to be reviewed and discussed via a report from staff.

Council Member Dale stated the Lompoc Library, which includes the Buellton Library, is holding a contest to win a Kindle on October 15 after reading the featured book, “Farewell to Manzanar” and enter a short essay, poem, or video and submit it to the Buellton Library by October 5 at 6:00 p.m.

Mayor Sierra requested that donations of new t-shirts, sweatshirts, under garments, shampoo, soap, and other items for our veterans for Santa Barbara County Veterans Stand Down 2012 scheduled for Saturday, October 13, 2012 from 7:00 a.m. to 3:00 p.m. at the Santa Maria Fairpark.

Mayor Sierra stated that this Saturday is National Public Lands Day and entrance to all National Parks and Forests will be free.

Mayor Sierra announced that lanes will be closed on Highway 101 near Noquoi Creek through March of 2013 to repair the bridge in that area. Mayor Sierra announced that lanes will be closed on Highway 246 near the Meadowridge subdivision on Monday and Tuesday next week for slurry sealing. Mayor Sierra also announced that Interstate 405 will be closed this weekend from Friday through Sunday.

Mayor Sierra requested an update on Water Well 9 next to the Post Office. Staff provided an update and announced that the well is running at 100% capacity.

COUNCIL ITEMS

Council Member Andrisek requested that staff work on the dedication plaque for the property owners who sold the Golf Course property to the City. The City Council agreed by consensus to have staff bring back a design concept and cost estimate for further discussion.

WRITTEN COMMUNICATIONS

None

COMMITTEE REPORTS

Mayor Andrisek announced that the Central Coast Water Authority Board Meeting for September was cancelled due to lack of a quorum.

Mayor Sierra announced that she attended the Santa Barbara County Association of Governments Board Meeting and provided an oral report regarding the meeting.

BUSINESS ITEMS

4. Discussion Regarding Community Information Inserts in the Water Bills

RECOMMENDATION:

That the City Council provide direction to staff regarding adding community information inserts into the monthly water bills.

STAFF REPORT:

Planning Director Bierdzinski presented the staff report.

DOCUMENTS:

Staff Report with attachment (Current water bill insert from Public Works)

DISCUSSION

The City Council discussed the following issues:

- Providing monthly inserts
- Providing bi-monthly inserts

MOTION:

Motion by Vice Mayor King, seconded by Council Member Connolly directing staff to provide residents with informational inserts in the water bills every other month and City Manager Kunkel will be in charge of the insert.

VOTE:

Motion passed by a roll call vote of 4-1, with Council Member Dale voting no.

CITY MANAGER’S REPORT

City Manager Kunkel announced he attended the California Joint Powers Insurance Authority (CJPIA) Executive Committee meeting in La Palma last night.

CLOSED SESSION ITEMS

- 5. The City Council will conduct a Closed Session pursuant to California Government Code Section 54957 concerning the following:**

Mark Preston, Buellton, provided a handout for the record regarding Item 5.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION – CONTRACT REVIEW

Title: City Manager

The City Council met in closed session to discuss the performance evaluation rating form and continued the City Manager’s performance evaluation to the closed session of October 11, 2012. There was no reportable action taken.

ADJOURNMENT

Mayor Sierra adjourned the regular meeting at 7:06 p.m. The next regular meeting of the City Council is scheduled for Thursday, October 11, 2012 at 6:00 p.m.

Holly Sierra
Mayor

ATTEST:

Linda Reid
City Clerk

BACK-UP/SUPPORT DATA IS AVAILABLE FOR COUNCIL REVIEW IN CITY HALL

The following is a list of claims to be ratified and approved for payment by the City Council at the **October 11, 2012** Council Meeting.

Listed below is a brief summary of the attached claims:

	EXHIBIT A		\$	<u>340,301.29</u>
	EXHIBIT B		\$	<u>38,985.68</u>
	COUNCIL	9/28/12	\$	2,311.30
	PAYROLL	9/28/12	\$	<u>39,344.20</u>
TOTAL AMOUNT OF CLAIMS:			\$	<u><u>420,942.47</u></u>

	<u>FY 2011-12</u>	<u>FY 2012-13</u>
The total amount of claims and demands paid by the City for the Fiscal Year through October 3, 2012	\$ 2,337,567.53	\$ 2,491,089.63

AUTHORIZATION IS HEREBY GIVEN TO THE CITY TREASURER TO PAY ALL CLAIMS AS REVENUES BECOME AVAILABLE.

Payments via Electronic Fund Transfer (EFT):

FSA-Staff	9/17/12	712.33
Payroll taxes	9/28/12	10,806.32
FSA-Staff/Council	9/28/12	812.33
Rabobank Chgs	9/30/12	170.00
State Qtrly Use Tax Pmt	10/2/12	181.00
Oct Life Ins Prem-Staff	10/2/12	484.65
Health Premium	10/3/12	13,687.22
Deferred Compensation Plan	10/3/12	11,572.71
Aflac Sup Ins Staff/Council	10/3/12	559.12
Total		<hr/> \$ 38,985.68

Check-Run	Seq#	Date	Vendor Name	Checking # Objs	Discount	Net amount	Status	
26988-	534	1	9/27/2012	0 ASCE MEMBERSHIP	1	.00	280.00	Logged
26989-	534	2	9/27/2012	0 STUART GILDRED	1	.00	150.00	Logged
26990-	534	3	9/27/2012	22 AMERICAN WATER WORKS ASSOC.	1	.00	413.00	Logged
26991-	534	4	9/27/2012	27 AQUA BEN CORPORATION	1	.00	1,532.21	Logged
26992-	534	5	9/27/2012	82 CALIFORNIA DEPT OF PUBLIC HEAL	1	.00	4,479.17	Logged
26993-	534	6	9/27/2012	90 CaPERS LONG-TERM CARE PROGRAM	1	.00	84.25	Logged
26994-	534	7	9/27/2012	107 CITY OF LOMPOC	1	.00	1,666.66	Logged
26995-	534	8	9/27/2012	119 CRAIG ADAMS	1	.00	50.00	Logged
26996-	534	9	9/27/2012	161 STATE OF CALIFORNIA - DOJ	1	.00	32.00	Logged
26997-	534	10	9/27/2012	193 FIRST NATIONAL BANK OF OMAHA	10	.00	8,121.94	Logged
26998-	534	11	9/27/2012	228 HOLLY SIERRA	1	.00	289.71	Logged
26999-	534	12	9/27/2012	230 HPC/EAGLE ENERGY	1	.00	91.63	Logged
27000-	534	13	9/27/2012	248 JCI JONES CHEMICALS, INC.	2	.00	2,953.07	Logged
27001-	534	14	9/27/2012	258 JOHN P. SUREY dba	1	.00	416.32	Logged
27002-	534	15	9/27/2012	285 SANTA MARIA TIMES dba	1	.00	125.62	Logged
27003-	534	16	9/27/2012	303 ART MERCADO	1	.00	50.00	Logged
27004-	534	17	9/27/2012	326 MNS ENGINEERS, INC.	9	.00	29,102.50	Logged
27005-	534	18	9/27/2012	342 NIELSEN BUILDING MATERIALS, INC	1	.00	245.54	Logged
27006-	534	19	9/27/2012	352 P G & E	1	.00	25,279.82	Logged
27007-	534	20	9/27/2012	395 RAFAEL RUIZ CLEANING	3	.00	4,495.00	Logged
27008-	534	21	9/27/2012	405 RINCON CONSULTANTS, INC.	1	.00	31,767.60	Logged
27009-	534	22	9/27/2012	429 SAFETY-KLEEN CORP.	1	.00	311.16	Logged
27010-	534	23	9/27/2012	448 SB CO FIRE DEPARTMENT	1	.00	48,203.00	Logged
27011-	534	24	9/27/2012	450 SB CO SHERIFF'S DEPARTMENT	1	.00	138,744.50	Logged
27012-	534	25	9/27/2012	529 TRANSFIRST	1	.00	588.08	Logged
27013-	534	26	9/27/2012	554 VENCO WESTERN, INC.	4	.00	15,071.84	Logged
27014-	534	27	9/27/2012	556 VERIZON WIRELESS	1	.00	249.77	Logged
27015-	534	28	9/27/2012	570 WAYNE KREPS, JR. dba	2	.00	182.87	Logged
27016-	534	29	9/27/2012	582 VINTAGE WALK, LLC OWNERS ASSOC	1	.00	104.00	Logged
27017-	534	30	9/27/2012	589 GERALD T. WITCHER	1	.00	50.00	Logged
27018-	534	31	9/27/2012	598 ENGEL & GRAY, INC.	1	.00	5,806.48	Logged
27019-	534	32	9/27/2012	669 HYDREX PEST CONTROL	1	.00	105.00	Logged
27020-	534	33	9/27/2012	677 WALLACE GROUP	1	.00	5,510.62	Logged
27021-	534	34	9/27/2012	687 CROSSROADS SOFTWARE, INC.	1	.00	600.00	Logged
27022-	534	35	9/27/2012	698 CALIFORNIA STATE DISBURSEMENT	1	.00	706.50	Logged
27023-	534	36	9/27/2012	704 PAUL SMITH	1	.00	1,000.00	Logged
27024-	534	37	9/27/2012	706 SATCOM GLOBAL, INC.	1	.00	41.83	Logged
27025-	534	38	9/27/2012	707 FLEX ONE - AFLAC	1	.00	91.00	Logged
27026-	534	39	9/27/2012	713 COASTAL COPY, LP	1	.00	483.80	Logged
27027-	534	40	9/27/2012	747 TERRANCE S. FRAZIER dba	1	.00	30.00	Logged
27028-	534	41	9/27/2012	759 JJACPA, INC.	1	.00	6,930.00	Logged
27029-	534	42	9/27/2012	11142 CHRISTOPHE MILLNER	1	.00	696.50	Logged
27030-	534	43	9/27/2012	11170 DONELLE MARTIN	1	.00	500.00	Logged
27031-	534	44	9/27/2012	11177 DUNN SCHOOL	1	.00	63.00	Logged
27032-	534	45	9/27/2012	11236 GARY GENE JOHNSON dba	1	.00	715.50	Logged
27033-	534	46	9/27/2012	11244 HERMILA SANCHEZ	1	.00	359.80	Logged
27034-	534	47	9/27/2012	11268 IRENE RINTA dba	1	.00	45.50	Logged
27035-	534	48	9/27/2012	11292 JOSHUA A. GRANT	1	.00	45.50	Logged
27036-	534	49	9/27/2012	11300 KAREN PALMER	1	.00	122.50	Logged
27037-	534	50	9/27/2012	11321 LAURA COGAN	1	.00	165.00	Logged
27038-	534	51	9/27/2012	11342 MARIAH KORTE	1	.00	129.50	Logged
27039-	534	52	9/27/2012	11343 MARIANNE MADSEN	1	.00	270.00	Logged
27040-	534	53	9/27/2012	11476 STEPHEN F. DUNLAP	1	.00	252.00	Logged

Run date: 10/03/2012 @ 19:15
Bus date: 09/30/2012

City of Buellton
Check Summary Report

EXHIBIT A
Page 2 of 2

Check-Run	Seq#	Date	Vendor Name	Checking	# Obs	Discount	Net amount	Status
27041-	534	54	9/27/2012	11491 THOMAS CHAMBERLAIN	1	.00	360.00	Logged
27042-	534	55	9/27/2012	11525 VICTORIA L. BENNETT	1	.00	140.00	Logged
						.00		
** Total check discount **						.00		
** Total check amount **					340,301.29			
						.00		

FISCAL YEAR 2011-12 REVENUE AND EXPENDITURE RECAP

As of August 31, 2012

16.7%

of the year elapsed

<u>GENERAL FUND</u>	<u>Budgeted</u>	<u>Year to Date</u>	<u>% of Budget YTD</u>
Total Revenues	\$4,296,365.00	\$246,750.40	6%
Total Expenditures	\$5,017,791.00	\$827,016.97	16%

<u>SPECIAL FUNDS</u>	<u>Budgeted</u>	<u>Year to Date</u>	<u>% of Budget YTD</u>
Total Revenues	\$501,419.00	\$61,930.27	12%
Total Expenditures	\$1,164,304.00	\$186,173.19	16%

<u>WATER/SEWER</u>	<u>Budgeted</u>	<u>Year to Date</u>	<u>% of Budget YTD</u>
Total Revenues	\$2,051,250.00	\$399,034.61	19%
Total Expenditures	\$2,698,458.00	\$411,695.32	15%

The Revenue Status Report and Expenditure Status Report are available for your review.

The Cash Balances as of October 3, 2012 are as follows:

Checking	Balance as of:	<u>FY 2011-12</u>	<u>FY 2012-13</u>
Rabobank	10/3/12	209,943.02	316,858.26
Montecito Bnk&Trust	10/3/12	215,958.72	0.00
Total Checking		<u>425,901.74</u>	<u>316,858.26</u>

Savings/Investments	Balance as of:	<u>FY 2011-12</u>	<u>FY 2012-13</u>
LAIF-savings	8/31/12	13,105,130.06	12,103,409.04
Rabobank-money mkt	8/31/12	202,044.99	203,129.12
Morgan Stanley-bonds	8/31/12	250,000.00	375,000.00
Great Pacific-treasuries	8/31/12	0.00	500,000.00
First Empire-bonds	8/31/12	4,173,480.40	3,231,010.19
Total Savings/Investments		<u>17,730,655.45</u>	<u>16,412,548.35</u>

% of cash invested	25.48%	25.76%
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Total Cash	<u><u>18,156,557.19</u></u>	<u><u>16,729,406.61</u></u>
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Note: General Fund includes Storm Water, Parks and Rec and Landscape Maintenance

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: JHK
Council Agenda Item No.: 3

To: The Honorable Mayor and City Council
From: John Kunkel, City Manager
Date: October 11, 2012
Subject: Discussion Regarding Honoring Russ Hicks

BACKGROUND

Council had directed staff to work with the Hicks family regarding an appropriate way to honor Russ's memory. Staff has met with the family and received their input.

One idea is to have a monument similar to the welcome to Buellton sign at Ballard Road and Highway 246 and the City Hall sign, placed in the roundabout area in the west area of River View Park. This item is estimated to cost approximately \$6,000. Attachment 1 provides a depiction of the sign.

Another idea would be to place a granite plaque in a stone boulder and either place it in the roundabout area in the west area of River View Park or near the BBQ area. This item is estimated to cost approximately \$2,000. Attachments 2 show the boulders in the two locations.

A third idea would be to place a granite bench in the roundabout area in the west area of River View Park or near the BBQ area with a dedication message inscribed on the upper part of the bench. This item is estimated to cost approximately \$2,000. Attachment 3 shows a picture of the bench and optional colors of granite. There is also a mockup of the bench with wording to show how it would look.

Staff has worked with the Hicks family to come up with the wording in Attachment 4 which would be inscribed on the plaque or the bench.

FISCAL IMPACT

Undetermined, based on the City Council's action.

RECOMMENDATION

That the City Council determine how best to honor Russ Hicks and provide staff with direction on how to proceed.

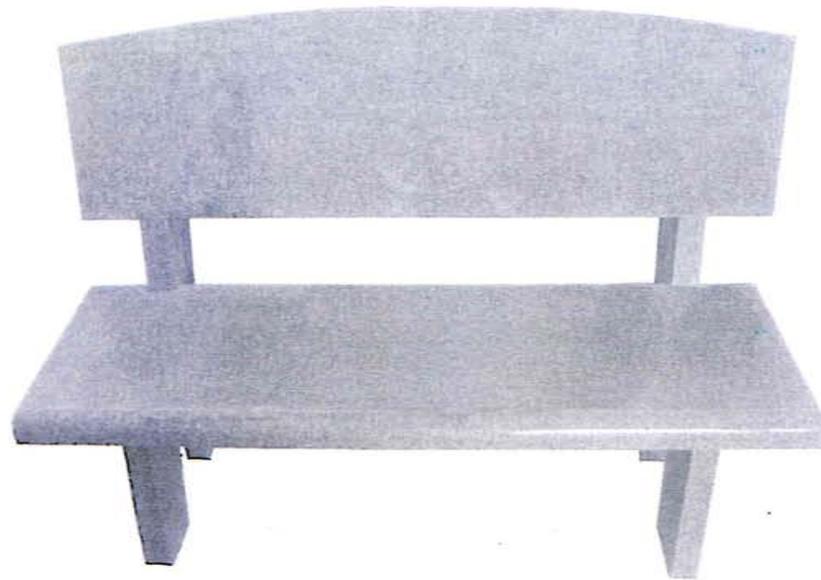
ATTACHMENTS

- Attachment 1 – Memorial sign
- Attachment 2 – Memorial boulder and plaque
- Attachment 3 – Memorial bench
- Attachment 4 – Memorial wording

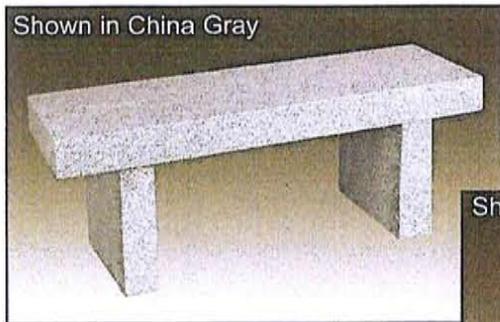
**In Memory
of
Russ Hicks**



ATTACHMENT 3



Bench Designs



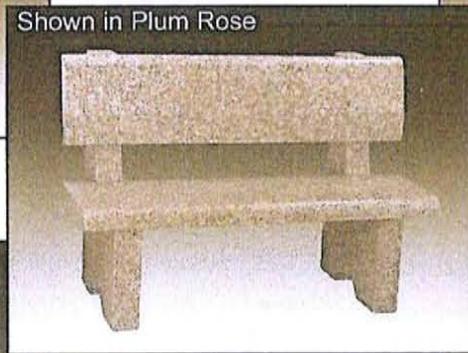
Shown in China Gray

Type 777 4'-0" x 1'-2" x 1'-6"



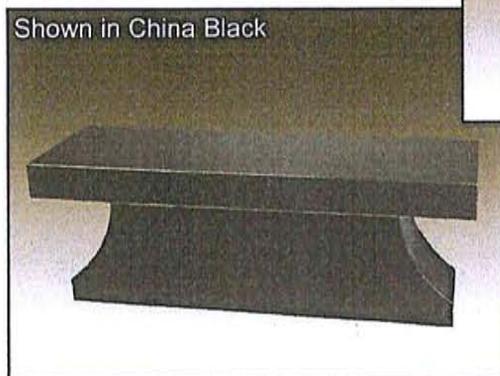
Shown in China Gray

Type 775 4'-0" x 1'-2" x 1'-6"



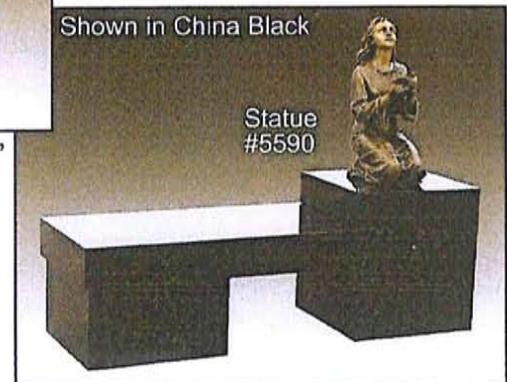
Shown in Plum Rose

RM-0219 4'-0" x 1'-8" x 2'-9"



Shown in China Black

Type 788 4'-0" x 1'-2" x 1'-6"
Optional core holes for cremains



Shown in China Black

Statue
#5590

RM-0321 4'-0" x 1'-2" x 1'-6"
Optional core holes for cremains



Imperial Pink



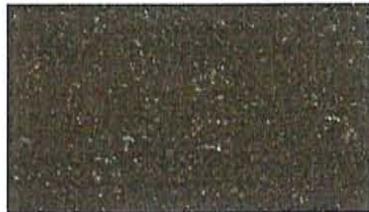
Kola Brown



Civil Gray



Plum Rose



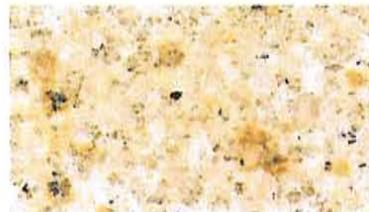
China Black



China Gray



Kona Mist



Amber Ivory



Pacific Coral

ATTACHMENT 3





DEDICATED TO THE MEMORY OF RUSS HICKS

Russ Hicks served on the Hazelton City Council from 1994 - 2011 and served as Mayor six times. He also served on the Bulkley Planning Commission from 1993 - 1994. He devoted countless hours representing the City's interests on numerous regional state boards. While on the City Council, Mr. Hicks was instrumental in the Avenue of Flags Beautification Project, the construction of two City parks, securing funding for various road improvements, and the construction of the Bulkley Recreation Center.

ESTER CITY
SISTER CITY
SISTER CITY

Celebrating
Josh Leon
born April 21, 1984

COMMUNIST PARTY
SOCIALLY
BULKLEY
MAYOR
1994 - 1998



DEDICATED TO THE MEMORY OF RUSS HICKS

Russ Hicks served on the Buellton City Council from 1994 – 2011 and served as Mayor six times. He also served on the Buellton Planning Commission from 1993 – 1994. He devoted countless hours representing the City's interests on numerous regional and state boards. While on the City Council, Mr. Hicks was instrumental in the Avenue of Flags Beautification Project, the construction of two City parks, securing funding for various road improvements, and the construction of the Buellton Community Recreation Center.

CITY OF BUELLTON
City Council Agenda Staff Report

City Manager Review: JHK
Council Agenda Item No.: 4

To: The Honorable Mayor and City Council

From: Rose Hess, Public Works Director

Meeting Date: October 11, 2012

Subject: Award of Contract for Citywide Landscape Maintenance Services

BACKGROUND

The City's existing Landscape Maintenance Service Contract with Venco Western, Inc. expired on June 30, 2012. The contract has currently been extended month to month to enable the City to proceed with the Request for Proposal (RFP) process for professional services. In August 2012, the City distributed and publicly noticed a request for proposals for the Citywide Landscape Maintenance Service Contract. One Addendum was issued on September 14, 2012 from questions requesting clarification of scope details. The RFP included all areas of landscape maintenance (see Attachment 1), so that the service costs can be established for all areas. The RFP was structured so that different areas can be removed from the contract as necessary.

On September 21, 2012, proposals were received from Valley Gardener, Venco Western, Inc. and Valley Crest. The proposals were distributed to an evaluation committee which included the following items as a basis for initial scoring:

- Experience in comparable work and contracts
- Company and proposed team qualifications/expertise
- Quality of past performance of comparable work
- Adequacy of proposed workforce
- Ability to keep costs reasonable in relation to the scope of services
- Contractor's license and appropriate application licenses (verified by staff)
- Completeness of proposal
- Knowledge of local conditions
- Quality control plan
- Maintenance schedule
- References (interviewed/verified by staff)

Based on these evaluations, Valley Gardener was not shortlisted to interview. Their proposal was non-responsive to the requests in the RFP and the proposed cost was significantly higher than both Valley Crest and Venco Western.

Staff interviewed staff from both Venco Western and Valley Crest. Both companies are established in landscape maintenance and have extensive experience servicing public agencies. Although it was clearly stated within the RFP that any of the proposed locations may be removed, staff further clarified that the City desires to maintain River View and Oak Parks in-house. Venco Western requested and was allowed to submit a revised cost proposal for the removal of the parks from their bid. Valley Crest also modified their existing proposal with the removal of the parks from their bid and reduced costs associated with site maintenance.

The following points were discussed during the evaluation of the two final companies:

VENCO	VALLEY CREST
EXPERIENCE	
Over 50 years of experience and similar public agency landscape maintenance contracts with contract amounts as large as several million dollars per annual contract. All with positive references. Main expertise is landscape design, maintenance and irrigation.	Over 60 years of experience and similar public agency landscape maintenance contracts with contract amounts as large as several million dollars per annual contract. All with positive references. Expertise is in landscape design, maintenance, tree care and golf course maintenance.
REPORTING AND REGULATIONS	
Currently has several contracts with municipalities and provides regular monthly reporting. Their practices are compliant with storm water regulations and pesticide use. Staff is trained annually for various licenses and monthly regarding safety issues.	Currently has several contracts with municipalities and provides regular monthly reports. Their practice includes weekly work production reports that are coordinate with their clients. Staff is trained continuously for various licenses and monthly regarding safety. No staff below level 2 training is proposed for this contract.
WORKFORCE	
Proposing one full time gardener, weekly supervision/irrigation tech and monthly management inspections.	Proposing a three person crew for a 4 day week, weekly supervision and monthly management inspections.
LOCALITY	
Corporate office is in Ventura. The company services southern California.	Local division is in Goleta with a corporate office in Ventura and services nationwide.
COST	
w/Parks	w/Parks
\$134,920.92	\$158,580.00
w/o Parks	w/o Parks
\$67,529.52	\$88,740.00

Based on the scope of work and proposed work force, staff's recommendation is to award the contract to Valley Crest for the following reasons:

- Valley Crest offers a wider breadth of expertise, particularly in irrigation technology.
- They are providing a full three-person crew.
- They are very proficient and have regularly partnered with the "WeatherTek" irrigation system. This is the high-tech system originally installed at River View Park, but which technical capabilities were never fully utilized.
- Valley Crest's quality control includes a yearly independent 3rd party customer evaluation to obtain feedback and make any necessary corrections to their operations.
- Valley Crest also has experience maintaining golf courses should that need ever arise.

The contract term specified in the request for proposal is for an initial twenty-month period (contract starting on November 1, 2012 and ending June 30, 2014), with four potential one-year extensions. At the conclusion of the initial twenty-month period, the City will perform an evaluation of the contractor's performance. The City may elect to provide an extension of their contract. If extensions are considered, an evaluation will be conducted at the end of each extension.

The RFPs that were received are available for review upon a request to the Public Works Department.

FISCAL IMPACT

Funding for this contract is from the contract services line item in the landscape maintenance fund of the City's fiscal year budget. The current contract cost is \$148,526.76. This service is paid through two funds - Landscape Maintenance (072) and Parks (028) Funds.

The Valley Crest proposal of \$88,740 is within the amount budgeted for this task.

RECOMMENDATION

That the City Council authorize the City Manager to enter into a contract for the Citywide landscape maintenance service with Valley Crest in an amount of \$88,740.00 per year and for an initial contract period of twenty-months with possible four one-year extensions.

ATTACHMENT

Attachment 1- Landscape Maintenance Area Maps



LANDSCAPE
MAINTENANCE
ATLAS



INDEX



AUGUST 2012



LANDSCAPE AREAS

Legend

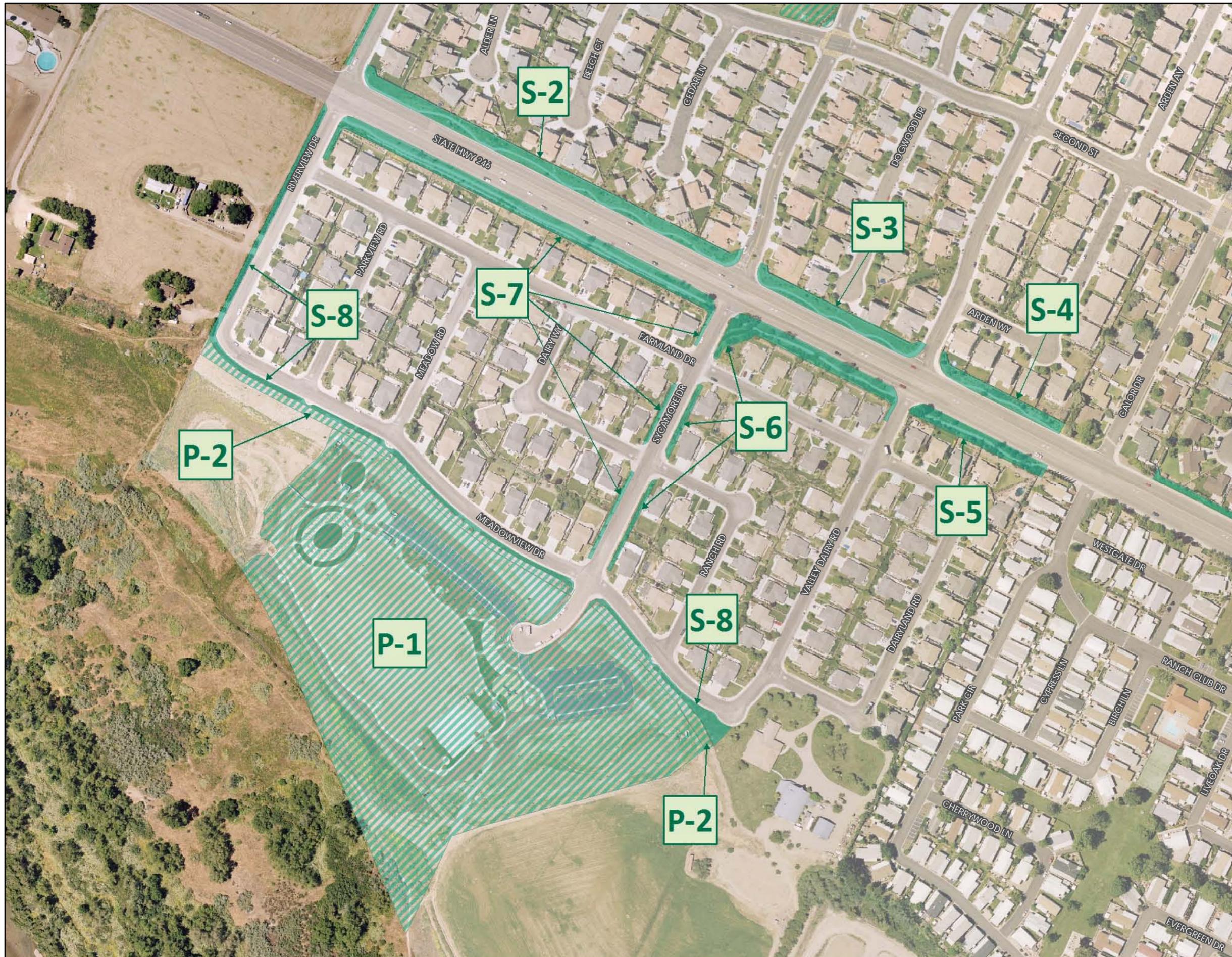
-  Facilities (F)
-  Median (M)
-  Parks & Open Space (P)
-  Street Parkways (S)



SHEET 1

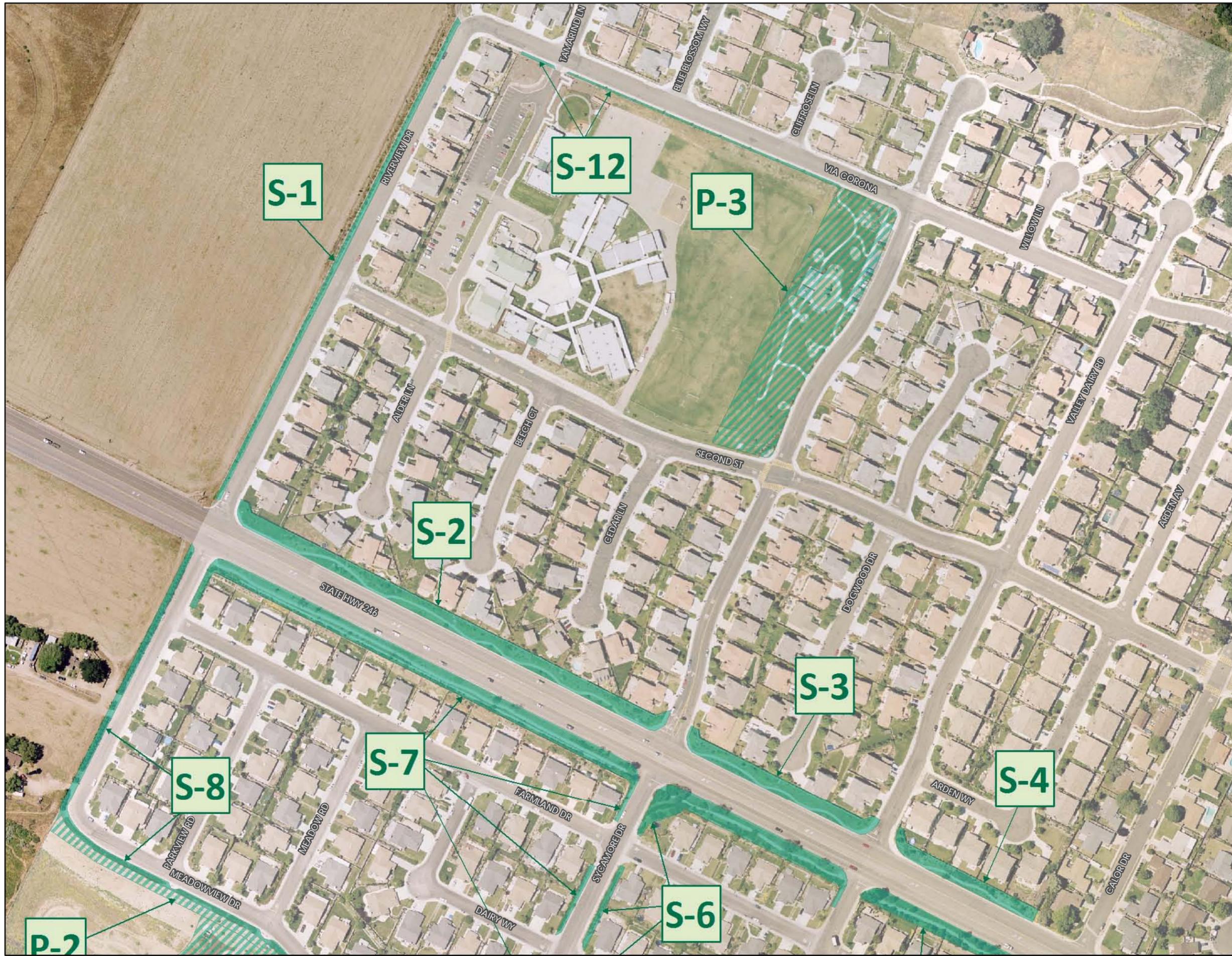


AUGUST 2012





LANDSCAPE AREAS



Legend

- Facilities (F)
- Median (M)
- Parks & Open Space (P)
- Street Parkways (S)



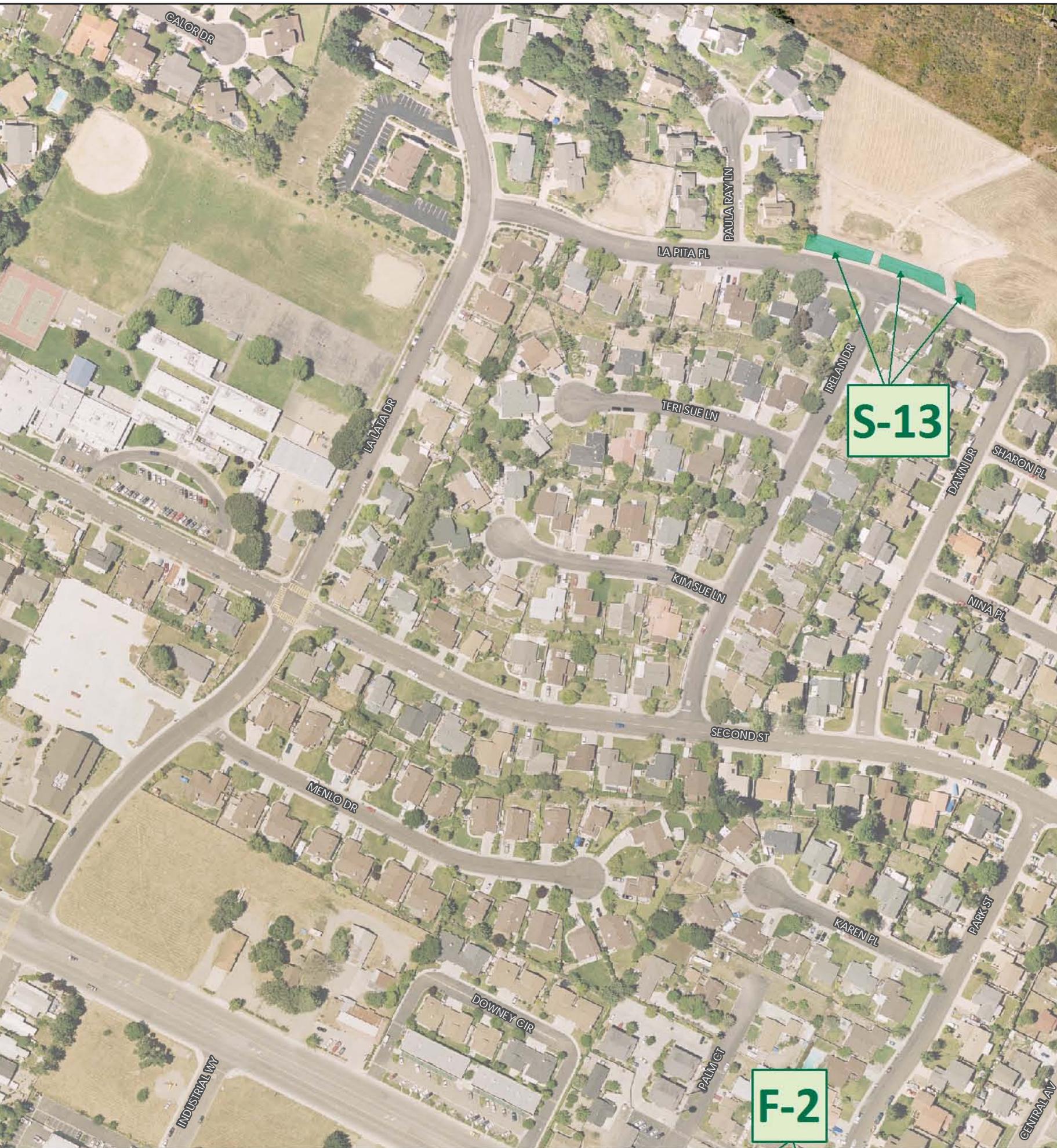
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AUGUST 2012

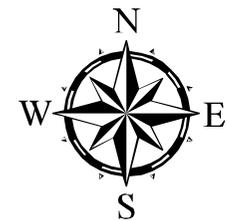


LANDSCAPE AREAS



Legend

-  Facilities (F)
-  Median (M)
-  Parks & Open Space (P)
-  Street Parkways (S)



SHEET 3



AUGUST 2012



LANDSCAPE AREAS

Legend

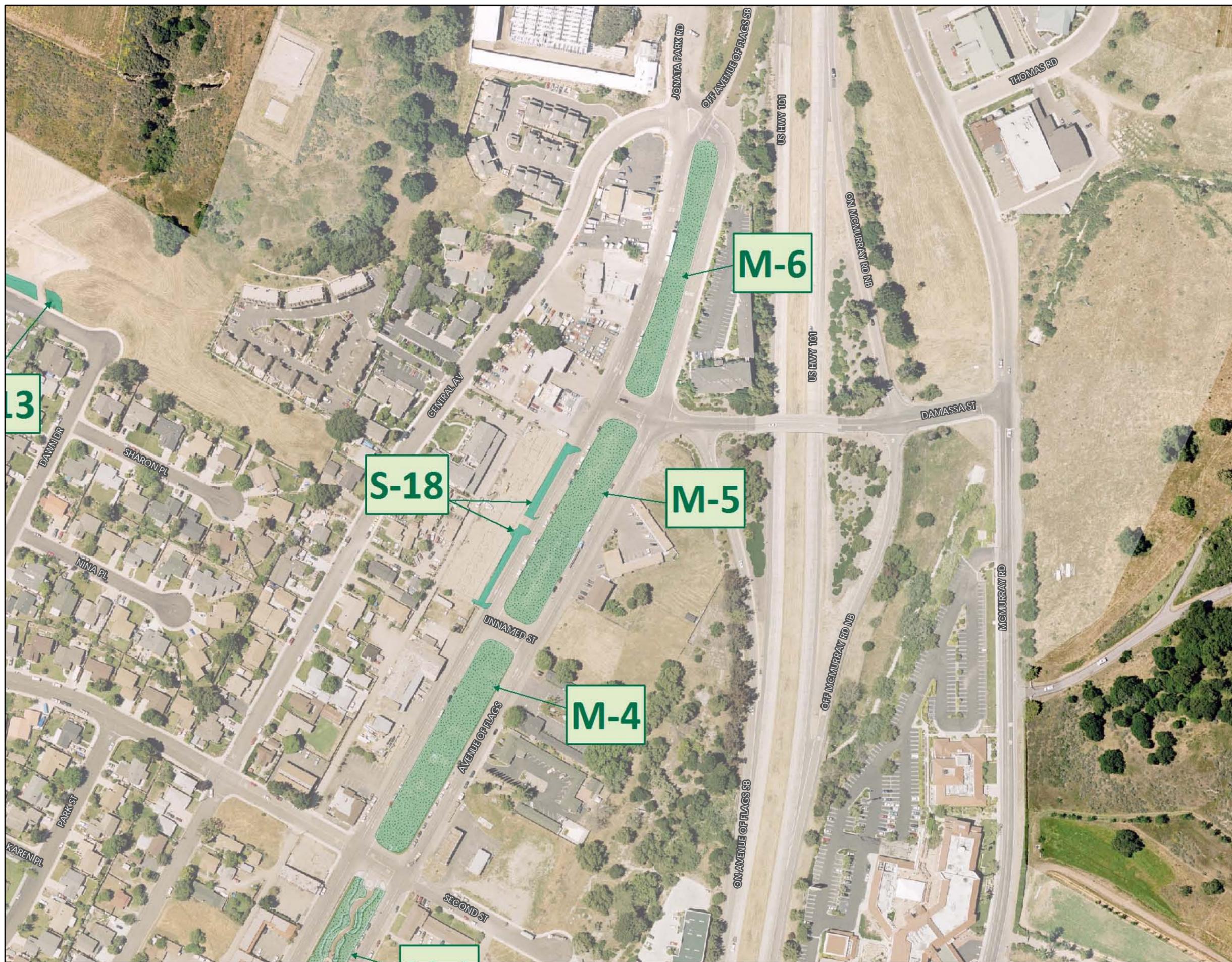
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- Median (M)
- Parks & Open Space (P)
- Street Parkways (S)



SHEET 4



AUGUST 2012





LANDSCAPE AREAS



Legend

- Facilities (F)
- Median (M)
- Parks & Open Space (P)
- Street Parkways (S)



SHEET 5



AUGUST 2012



LANDSCAPE AREAS

Legend

- Facilities (F)
- Median (M)
- Parks & Open Space (P)
- Street Parkways (S)



SHEET 6



AUGUST 2012





LANDSCAPE AREAS



Legend

-  Facilities (F)
-  Median (M)
-  Parks & Open Space (P)
-  Street Parkways (S)



SHEET 7



AUGUST 2012