

## OMB Review

<b>Contract Name</b>	Ranking of Firms and Agreement with NDL, Inc. for facilities landscape and irrigation services				
<b>GRANICUS</b>	22-1686A	<b>Contract #</b>	23-0083-RFP	<b>Date:</b>	3/20/2023

**Mark all Applicable Boxes:**

Type of Contract									
<b>CIP</b>		<b>Grant</b>		<b>Other</b>	<b>X</b>	<b>Revenue</b>		<b>Project</b>	

**Contract information:**

<b>New Contract (Y/N)</b>	Y	<b>Original Contract Amount</b>	
<b>Fund(s)</b>	4031 and 4051	<b>Amount of Change</b>	
<b>Cost Center(s)</b>	431320, 431250, 431360 and 435120	<b>Contract Amount</b>	Not-to-exceed \$2,010,600 for the 36-month period
<b>Program(s)</b>	2321 and 2421	<b>Amount Available</b>	FY23 Adopted budget – \$423,500 & FY24 Requested budget – \$628,850
<b>Account(s)</b>	5461000	<b>Included in Applicable Budget? (Y/N)</b>	Yes - Partial
<b>Fiscal Year(s)</b>	FY23-FY26		

**Description & Comments**

(What is it, any issues found, is there a financial impact to current/next FY, does this contract vary from previous FY, etc.)

The Utilities Department is requesting approval of a new Agreement with Natural Designs Landscaping (NDL, Inc.) for grounds maintenance, irrigation, and landscaping services in an amount not-to-exceed \$2,010,600.00 (estimated annual average of \$670,200.00). This new 3-year service agreement replaces the previous service agreement with Lawns Today, LLC, which was approved in March 2022 for a 3-year period. The agreement for services at the various facilities totaled up to \$482,163.45 over the 3-year service period (average \$160,721.15 per year). Due to concerns with level of service and performance in year 1, the department advertised a new RFP seeking a provider to meet its desired level and standard of service. The total not-to-exceed amount of \$2.0M reflects a 317.0% increase over the previous agreement (see OMB comparison spreadsheet). ND, Inc will continue its separate contract to provide grounds maintenance and landscaping at the pump and lift station sites (average \$149,038.14/year).

The 3-year agreement does not provide for automatic annual price adjustments. The Parties may extend the term for two (2) additional twenty-four (24) month period(s) pursuant to the same terms, conditions, and pricing set forth in the Agreement by mutually executing an amendment to this agreement. Per the Agreement, the County reserves the right, in its sole discretion, to de-scope Services upon written notification to the Contractor by the County. Upon issuance and receipt of the notification, the Contractor and the County shall enter into a written amendment reducing the appropriate Services Fee for the impacted Services by a sum equal to the amount associated with the de-scoped Services as defined in the payment schedule in this Agreement, if applicable, or as determined by mutual written consent of both Parties based upon the scope of work performed prior to issuance of notification.

The department's FY23 Adopted Budget includes \$423,500 for grounds maintenance and landscaping services, and \$628,850 is currently included in the FY24 budget request under development. The total average cost of \$670,200 per year includes \$253,500 for Unspecified Maintenance and Labor.

**Analyst:**

***Veronica Ettel***

**Ok to Sign:**