



# **Park and Recreation Department**

## **Maintenance Assessment Districts (MADs)**

**Request for Approval of Three Service Contracts**  
Public Safety & Neighborhood Services Committee

March 13, 2013

- A MAD is a legal mechanism by which property owners can vote to assess themselves to pay and receive services above-and-beyond what the City normally provides.
  - This is considered a “*Special Benefit*,” which is defined as a particular and distinct benefit over and above general benefits conferred on real property located in the district or to the public at large
  - The services normally provided by the City is called the “*General Benefit*.”

- Action today is to request approval of three service contracts that will exceed \$1 million in total cost over five-year period (initial one-year term plus four one-year options to renew):
  - Brewer Lawn Care (3 NW Otay Mesa MADs)
  - Shoreline Landcare (Torrey Highlands MAD)
  - Contemporary Design Landscape (Stonecrest MAD)

- Purchasing Process
  - Contracts are competitively bid per Municipal Code §22.3001
  - Vendor is required to pay living wage per Municipal Code §22.4201
  - Contract pricing may change annually
    - Living wage rate adjusts each year based on CPI
    - Inflation adjustment
    - Amount not to exceed 5% annually
  - Contract specifications reviewed by designated representatives of property owners in each MAD per Municipal Code §65.0210

- Purchasing Process

- Contract term is up to five years total: initial one-year term plus up to four one-year options to renew
- Contracts are phase funded – FY 2013 to FY 2018
- Contracts have already been awarded but will exceed \$1 million in cumulative expenditures in the second or third option year (FY 2015 or 2016)
- Municipal Code §22.3211(d) requires Council approval for contracts exceeding this threshold

- Maintenance services provided by contract:
  - Litter and Graffiti Removal
  - Weed Removal
  - Sweeping, Edging, Mowing, Pruning, Trimming
  - Fertilization
  - Irrigation System Repair and Upkeep
  - Special Planting and Landscape Projects
- Service levels vary by MAD
- Estimated total labor hours provided in bid documents by City staff
- Hourly labor rate typically varies by bid

- Areas to be maintained:
  - Landscape and hardscape medians
  - Parkway landscaping
  - Curbs and sidewalks (sweeping/litter removal)
  - Parks and Greenbelts
  - Landscaped and Natural Slopes
  - Undeveloped Open Space including brow ditches, riparian areas, and vernal pools

M.A.D.	M.A.D. Formation Date	Maintenance Area Size	Vendor Staffing Requirement*
NW Otay Mesa (Ocean View Hills, Remington Hills, Robinhood Ridge)	6/22/1999	<u>524.42 acres:</u> 45.27 developed 479.15 open space	6.65 Workers Daily (M-F)
Stonecrest	3/4/1997	27.85 acres (developed)	4.00 Workers Daily (M-F)
Torrey Highlands	8/2/2004	41.69 acres (developed)	5.00 Workers Daily (M-F)

*\* Represents routine, daily work crew. Does not include extraordinary labor for special projects.*

M.A.D.	Vendor	Contract Start Date	FY 2013 Amount	Total Contract Amount
NW Otay Mesa (Ocean View Hills, Remington Hills, Robinhood Ridge)	Brewer Lawn Care	9/1/2012	\$280,273	\$1,873,811
Stonecrest	Contemporary Design Landscape	8/1/2012	\$286,114	\$1,731,872
Torrey Highlands	Nissho of California	8/1/2012	\$291,011	\$1,781,612

- Requested Actions:
  - Authorize cumulative expenditure in excess of \$1 million for three MAD service contracts for future option year renewals
  - Authorize expenditure of funds contingent upon future assessment levies and budget approvals