



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: JUNE 14, 2021

TO: HONORABLE MAYOR AND COUNCILMEMBERS

**FROM: ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR
HEATHER MELTON, LANDSCAPE DISTRICT MAINTENANCE
MANAGER**

**SUBJECT: AUTHORIZATION TO APPROVE AND ADD AMENDMENT No. 1, FOR
ADDITIONAL FUNDING IN THE AMOUNT OF \$525,250.00 TO THE
PROFESSIONAL SERVICES AGREEMENT WITH VENCO WESTERN, INC.
FOR REGULAR MONTHLY LANDSCAPE MAINTENANCE AND
AUTHORIZED UNEXPECTED EMERGENCY WORK FOR NINE (9) CITY
PARKS OF THE CITY OF CALABASAS**

MEETING

DATE: JUNE 23, 2021

SUMMARY RECOMMENDATION:

That the City Council authorizes to approve and add amendment number 1 for additional funding in the amount of \$525,250.00 to the existing Professional Services Agreement (PSA) with Venco Western, Inc. for regular monthly landscape maintenance and any authorized unexpected emergency work for the nine (9) City Parks of The City of Calabasas.

BACKGROUND:

The City of Calabasas approved a Professional Services Agreement (PSA) with Venco Western, Inc. in December 2017. This Professional Services Agreement (PSA) is for (5) years and will expire December 2022.

Prior to the current Professional Services Agreement (PSA) Venco Western, Inc. was the contractor providing general landscape maintenance service to our (9) nine parks.

In October 2017 city staff began discussions with Venco Western, Inc. to extend the (PSA) for (5) five years to see if they would be interested in continuing the service with the understanding it would be at the 2012 general landscape maintenance price. Venco Western, Inc. agreed to this with the understanding there was only the possibility each year of the consumer price index (CPI) increase.

On December 13th, 2017 the City Council approved the recommendation for a (5) five year Professional Services Agreement (PSA) for general landscape maintenance service for the parks of The City of Calabasas.

DISCUSSION/ANALYSIS:

The purpose of this agenda item is to amend funding to the current Professional Services Agreement (PSA) that was approved on December 13th, 2017. This funding will cover expenses to the end of the current (PSA) which expires in December 2022.

This additional funding, unfortunately is needed since in the past three years the City has experienced multiple wildfires, a helicopter crash and other unforeseen emergencies that have required clean-ups, numerous repairs and new plantings to several parks. Because of the number of unexpected events the amount of the current Professional Services Agreement (PSA) has been greatly depleted. Our concern going into the current fire season is if an unexpected event should occur there is no additional funding for general maintenance, clean-ups, and any other repairs that may be needed at our parks.

FISCAL IMPACT/SOURCE OF FUNDING:

Budget monies from Fund 10- General Fund: Division 321 – General Landscape Maintenance will be utilized for this work. Staff requests funding be approved and the budget be adjusted accordingly.

REQUESTED ACTION:

That the City Council authorizes to approve and add amendment number 1 for additional funding in the amount of \$525,250.00 to the existing Professional Services Agreement (PSA) with Venco Western, Inc. for the regular monthly landscape maintenance and authorized unexpected emergency work for the nine (9) City Parks of The City of Calabasas and directs staff to make the required funding adjustments.

ATTACHMENTS: Attachment A – Amendment No. 1
Attachment B – City of Calabasas Park Maps
Attachment C – Current Professional Services Agreement