



Takoma Park City Council Meeting – June 22, 2022 Agenda Item 2

Work Session

Contract for Vegetation Maintenance Services for 96 Streetscape and Bioretention Facilities within the City Right of Way

Recommended Council Action

Approve the Ordinance.

Context with Key Issues

The City's previous contract for Vegetation Maintenance Services expired in 2019 after a 4-year term. The Department advertised a new Request for Proposals for a 4-year contract (2 years, followed by two additional one-year terms) to provide vegetation maintenance services for 96 sites covering 32,000 sq. ft. These sites include bioretention facilities and streetscapes. The RFP included services to be performed four or six times per year, between March and December. The services include weeding, removal of leaves, sediment, litter and debris from both the facility and the gutter, as well as plant trimming and removal of dead plants. Additionally, maintenance reports are to be produced for each bioretention facilities at every visit.

The frequency of maintenance needed to keep these facilities in good order cannot be performed by in-house staff alone, so contractual services are required to provide additional maintenance visits. The FY23 budget includes funding in the Vegetation Maintenance Division Budget and the Stormwater budget for these services.

The City advertised the RFP on May 19, 2022 and the bid opening was June 8, 2022. The City received the following responses:

Name	4X/YR	6X/YR
Wetlands Study & Solutions/Davey	\$38,534	\$57,799
Empire Landscaping	\$61,750	\$92,625
Casey & Company	\$79,270	\$118,880
Howard Ecoworks	\$179,926	\$216,394

The Department recommends award of the contract to Wetlands Study & Solutions/Davey, as the low, responsive and responsible bidder, and further recommends the contract be for the 6 times per year service frequency.

Council Priority

A Livable Community for All
Environmentally Sustainable Community

Environmental Considerations

The maintenance of streetscapes provides an aesthetically pleasing environment. The maintenance of bioretention facilities is necessary to ensure maximum effectiveness of the facility for the removal of sediments and pollutants from stormwater run-off. The regular maintenance of these sites is a requirement of the City's National Pollution Discharge and Elimination System (NPDES) discharge permit.

Fiscal Considerations

Funding for the contract is included in the Vegetation Maintenance Operating Budget and the Stormwater Operating budget.

Racial Equity Considerations

The award of this contract will not negatively affect or disproportionately impact any particular group. The locations of the facilities to be maintained are spread throughout the City

Attachments and Links

Draft Ordinance

Map of locations and site list

Introduced by:

Single Reading

CITY OF TAKOMA PARK, MARYLAND

ORDINANCE NO. 2022-

**AUTHORIZING A CONTRACT FOR LANDSCAPE MAINTENANCE FOR
STREETSCAPE AND BIORETENTION FACILITIES**

WHEREAS, in accordance with the City procurement procedures, the Public Works Department solicited price proposals for maintenance of certain landscaped areas, including bio-retention facilities and streetscape areas; and

WHEREAS, Wetlands Study & Solutions/Davey, submitted the lowest bid, which has been determined to be responsive and responsible; and

WHEREAS, the Public Works Department requests permission to award a contract to said firm to provide landscape maintenance services to certain areas at a rate of six times per year; and

WHEREAS, the contract term is two years, subject to renewal for two additional one-year terms.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF TAKOMA PARK, MARYLAND, THAT:

Section 1. The City Manager or their designee is authorized to enter into a contract with Wetlands Studies & Solutions/Davey for maintenance of certain landscaped areas in Takoma Park at the cost of \$57,799 for each of the first two years.

Section 2. This Ordinance shall become effective upon adoption.

Adopted this ____ day of June, 2022.

AYE:

NAY:

ABSTAIN:

ABSENT: