



AGENDA REPORT

TO: Edward D. Reiskin
City Administrator

FROM: David Ferguson
Interim Director, Public
Works

SUBJECT: Multi-Year Contract For Irrigation And
Landscape Supplies

DATE: April 5, 2021

City Administrator Approval 

Date: Apr 19, 2021

RECOMMENDATION

Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator Or Designee To 1) Award A Professional Services Contract To Ewing Irrigation Products, Inc., Doing Business As Ewing Irrigation And Landscape Supply, The Lowest Responsive And Reasonable Bidder For Irrigation And Landscape Supplies In An Amount Not-To-Exceed One Hundred And Thirty Thousand Dollars (\$130,000) Per Year For Two (2) Years; And 2) Execute Three (3) One-Year Options To Renew The Contract In An Amount Not-To-Exceed One Hundred Thirty Thousand Dollars (\$130,000) Per Year Returning To Council, For A Total Contract Amount Not-To-Exceed Six Hundred Fifty Thousand Dollars (\$650,000) In Accordance With Request For Quotation (RFQ) Specification No. 20.020.00/RFQ 343502.

EXECUTIVE SUMMARY

The Oakland Public Works Department (OPW), Bureau of Environment (BOE), Park & Tree Division (PTD) needs to procure irrigation and related landscaping supplies for the care and maintenance of City parks, rights of way, and the landscaping at other City facilities maintained by PTD. As such, the City of Oakland conducted a Request for Quotations (RFQ) process for irrigation and related landscaping supplies, including but not limited to sprinkler heads, drip lines, irrigation controllers, landscape fabric weed barrier, etc.

Approval of the proposed resolution will allow the OPW Park & Tree Division to continue ensuring that irrigation systems in City parks and landscaping at other City facilities will remain adequately maintained, repaired, and upgraded as needed. Staff recommends that the City Council award the contract to Ewing Irrigation & Landscape Supply as their bid proposal has been deemed fair and reasonable and the lowest responsive and responsible bidder.

BACKGROUND / LEGISLATIVE HISTORY

The Park & Tree Division is responsible for the care and maintenance of all City parks and landscaping in public rights of way and landscaping at other City-owned facilities. The irrigation systems at these sites require maintenance and repairs to keep them operating efficiently. Furthermore, the 2018 Equity Indicators Report specifies that, "park quality affects how much

City Council
May 4, 2021

parks are used and how beneficial they are to the surrounding community,” and irrigation and landscape supplies are necessary for maintaining and improving irrigation systems and landscape health for parks in communities most impacted by racial disparities.

The City received two bids after conducting a request for quotations (RFQ 243502, for Specification No. 20.020.00) to select the lowest responsive and responsible bidder for irrigation products. Ewing Irrigation, Inc., doing business as Ewing Irrigation and Landscape Supply, was the lowest responsive and responsible bidder.

Historically, contracts for irrigation and supply distributors were achieved through cooperative contract agreements (piggybacking) by other government agencies. These contract agreements were not always capable of meeting the City’s best interest or satisfying product fulfillment requirements. Staff determined that it would be in the City’s best interest to conduct a formal solicitation to address the requirements of the Park & Tree Division and set the terms and conditions.

ANALYSIS AND POLICY ALTERNATIVES

OPW’s previous irrigation supplies contract expired on January 31, 2021, and OPW is currently without a contract for fair and reasonably priced irrigation and related landscaping supplies.

On November 12, 2020, Specification No. 20.020.00/RFQ 243502 to provide the retail supply of irrigation and landscaping materials was sent to three (3) local business enterprises and five (5) non-local business enterprises, posted on the City’s web page, and advertised in the City’s official newspaper per Oakland Municipal Code (OMC) 2.04.050.

On November 30, 2020, the City’s iSupplier Web Portal received two (2) bid proposals for Specification No. 20.020.00/RFQ 243502 to provide the retail supply of irrigation and landscaping materials from SiteOne Landscaping Supply and Ewing Irrigation & Landscape Supply. In addition to the two firms that submitted proposals, the request for proposals were sent to Horizon Water and Environment (an Oakland Business Enterprise), Imperial Sprinkler Supply, Watersavers Irrigation, Inc., Bee Green Recycling & Supply (an Oakland Business Enterprise), and Pollinate Farm & Garden (an Oakland Business Enterprise). These firms did not respond to the request for proposals.

A panel of three qualified staff members with experience in the scope of work identified in the RFQ, evaluated the bid proposal submittal. The following evaluation criteria were used as outlined in the RFQ:

- Relevant Experience
- Bid Proposal
- Retail Location to 7101 Edgewater Drive, Oakland (Municipal Service Center)

Based on the panel’s evaluation results, technical requirements, pricing, product availability, and location to the Public Works Municipal Service Center, staff recommends that Ewing Irrigation & Landscape Supply serve as the irrigation and landscaping materials supplier.

FISCAL IMPACT

This contract will be for \$130,000 annually for an amount not to exceed \$650,000 over the five-year period from Fiscal Year 2021-2025. Funding for the supplier contract is available in ongoing appropriations from the following funding source:

Table 1: Project Funding Sources

FUNDING SOURCE	AMOUNT
Landscape & Lighting Assessment District (2310); Park Building Maintenance Admin (30651), Park Maintenance (30652) and Tree Services (30654); Supply and Materials Accounts (52000); Administrative Project (1000010) and Lake Merritt Maintenance Project (1000983); Programs (NB07) and (NB09)	\$130,000.00

Per Administrative Instruction 4323 – Procurement of Goods and Services, Contract Purchase Agreements outline terms and conditions. They do not obligate the City to purchase a specific quantity of supplies. There is no impact on the General Purpose Fund (1010), and no additional funding is requested.

PUBLIC OUTREACH / INTEREST

This item did not require any additional public outreach other than the required RFQ posting on the City’s website and advertisement in the local newspaper.

COORDINATION

Office of the City Attorney and the Budget Bureau were consulted in the preparation of this report.

SUSTAINABLE OPPORTUNITIES

Economic: Implementation of the proposed contract for goods will ensure continuous upkeep and repairs are made to irrigation systems in City parks and other landscapes maintained by PTD, potentially saving money by reducing added costs incurred by deferred maintenance (including the cost of wasted potable water) caused by delayed or lack of access to necessary materials.

Environmental: Irrigation supplies are necessary for repairs and other upkeep to irrigation systems to maintain their efficiency and prevent wasting water or damage or loss of plant and/or tree assets. Parks reduce the urban heat island effect, provide permeable surfaces for absorbing stormwater runoff, and are habitats for plants and trees that sequester and store carbon.

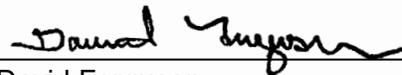
Race & Equity: According to the 2018 Equity Indicators Report, “Parks provide environmental, recreational, and aesthetic benefits to neighborhoods,” including, but not limited to, reducing urban heat island effects and spaces for physical activity and social gatherings (p. 138). City parks in communities most impacted by racial disparities provide an excellent value for residents, often being the only accessible greenspace for individuals who live in apartments or other living situations void of private greenspace. The Equity Indicators Report also specifies that “Park quality affects how much parks are used and how beneficial they are to the surrounding community” (p. 138). Irrigation and landscape supplies are necessary goods for maintaining irrigation systems and maintaining or improving park quality for communities most impacted by racial disparities. Awarding this contract for irrigation and related landscape supplies will provide PTD with the materials necessary to maintain these parks and other parks throughout Oakland, providing a direct benefit to the users of these public assets.

ACTION REQUESTED OF THE CITY COUNCIL

Staff Recommends That The City Council Adopt A Resolution Authorizing The City Administrator Or Designee To 1) Award A Professional Services Contract To Ewing Irrigation Products, Inc., Doing Business As Ewing Irrigation And Landscape Supply, The Lowest Responsive And Reasonable Bidder For Irrigation And Landscape Supplies In An Amount Not-To-Exceed One Hundred And Thirty Thousand Dollars (\$130,000) Per Year For Two (2) Years; And 2) Execute Three (3) One-Year Options To Renew The Contract In An Amount Not-To-Exceed One Hundred Thirty Thousand Dollars (\$130,000) Per Year Without Returning To Council, For A Total Contract Amount Not-To-Exceed Six Hundred Fifty Thousand Dollars (\$650,000) In Accordance With Request For Quotation (RFQ) Specification No. 20.020.00/RFQ 343502.

For questions regarding this report, please contact Brian Carthan, Park & Tree Division Manager, at 510-615-5510.

Respectfully submitted,



David Ferguson
Interim Director, Oakland Public Works

Reviewed by:
Brian Carthan, Park & Tree Division Manager
David Moore, Tree Supervisor II
Clinton Pugh, Park Supervisor II

Prepared by:
Gordon Matassa, Administrative Analyst II
Park & Tree Division

Attachments (1):

A. Award Recommendation Statement