



CONSENT CALENDAR

Agenda Item # 2

AGENDA REPORT SUMMARY

Meeting Date: June 26, 2018

Subject: Professional Services Agreement: Redwood Grove stewardship

Prepared by: Kishor Prasad, Maintenance Services Manager

Reviewed by: Susanna Chan, Public Work Director

Approved by: Chris Jordan, City Manager

Attachments:

None

Initiated by:

Staff

Previous Council Consideration:

October 12, 2009

Fiscal Impact:

Redwood Grove Stewardship services are budgeted in the FY 2018/19 operating budget

Environmental Review:

Not applicable

Policy Question(s) for Council Consideration:

- None

Summary:

- Having a steward to manage/restore Redwood Grove would preserve the natural open space entrusted to the City
- The contract is renewable for four additional years for a total of five (5) years

Staff Recommendation:

Authorize the City Manager to execute an agreement with Grass-Roots Ecology (formerly Acterra) in the amount of \$77,710 to manage and restore Redwood Grove.



Subject: Professional Services Agreement: Redwood Grove stewardship

Purpose

Authorize the City Manager to execute a contract on behalf of the City with Grass-Roots Ecology in the amount of \$77,710 for stewardship to manage and perform restoration of the open space known as Redwood Grove.

Background

The City of Los Altos owns Redwood Grove Park; a 5.7acre nature preserve located off University Avenue. The City needs assistance in preserving and maintaining this valuable community asset.

Discussion/Analysis

The City of Los Altos issued a Request for Proposal (RFP) in March 2018 to solicit proposals from qualified stewards to partner with the City of Los Altos in preservation, protection and enhancement of the natural habitat, volunteer coordination, and management of Redwood Grove Nature Preserve.

The work includes project coordination and administration, coordination and management of volunteer events, maintenance and restoration of the native plants and habitat, and community outreach and education. The successful Steward is expected to have relevant experience in reintroducing beneficial, locally native plants to open spaces and gardens; improving forage, shelter, and habitat features for wildlife; reducing pollution in seasonal creeks; successfully organizing and managing large volunteer group of all ages; and successfully engaging and educating the local community.

The City received two proposals. Both companies, Ecological Concerns Inc. and Grass-Roots Ecology (formerly Acterra) can provide the services that the City is requiring. Taking into consideration quality, service, fitness or capacity to the requirements of the City, and price, the proposal provided by Grass-Roots (formerly Acterra), has been verified as the lowest responsive and responsible.

Grass-Roots has provided services to the City previously and has a track record of good quality work.

Options

- 1) Authorize the City Manager to execute a contract with Grass-Roots in the amount of \$77,710 on behalf of the City

Advantages: In previous years Grass-Roots Ecology has proven to successfully undertake the programming with good results

Disadvantages: None

- 2) Re-advertise the contract for Redwood Grove Stewardship



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Advantages: None

Disadvantages: This is not recommended as it is not anticipated that re-advertising would result in others willing to undertake this task

Recommendation

The staff recommends Option 1.