



MOUNTAINS RECREATION & CONSERVATION AUTHORITY

Los Angeles River Center & Gardens
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MEMORANDUM

TO: The Governing Board

FROM: 
Joseph T. Edmiston, FAICP, Hon. ASLA, Executive Officer

DATE: November 4, 2015

SUBJECT: **Agenda Item VI(d): Consideration of resolution authorizing a contract with Oakridge Landscape, Inc. for maintenance services at select locations along the Ballona Creek bike path.**

Staff Recommendation: That the Governing Board adopt the attached resolution authorizing a contract with Oakridge Landscape, Inc. for maintenance services at select locations along the Ballona Creek bike path in an amount not to exceed \$39,900.

Background: MRCA maintains some landscaping improvements and visitor amenities along sections of the Ballona Creek bike path. MRCA uses an outside vendor to conduct these maintenance services because the work does not comprise a full-time position and the location is too distant from other facilities to efficiently utilize existing staff. These sites include five gateway entrances (Duquesne, Sepulveda, Inglewood, Centinela, and McConnell), a half-mile greenway (generally located between Inglewood Boulevard and the 405 Freeway), and signage at unimproved access points at Purdue Avenue and Fiji Way. Typical amenities at the gateways include signage, bike racks, trash receptacles, drinking fountains, seating, and native landscaping and irrigation.

Section 3.1(c) of the MRCA's Purchasing and Contracting Procedures states that all maintenance contracts in excess of \$25,000 shall be awarded pursuant to Public Contract Code Section 20815 *et seq.*, which mandates that the contract be let to the lowest responsible bidder after competitive bidding. Staff solicited bids for the maintenance services through a publicly advertised bid process, and two companies submitted bids on September 28, 2015. Staff reviewed the bids and found Oakridge Landscape, Inc. to be the lowest responsible bidder.

Consideration: Oakridge Landscape Inc.'s bid is \$39,900.00 for a 12-month period.