



PARKS AND RECREATION DEPARTMENT

QUINLAN COMMUNITY CENTER
10185 NORTH STELLING ROAD • CUPERTINO, CA 95014-5732
TELEPHONE: (408) 777-3120 • FAX: (408) 777-1305
CUPERTINO.ORG

CITY COUNCIL STAFF REPORT

Meeting: July 6, 2023

Subject

Consider awarding a contract to Grassroots Ecology for the maintenance of McClellan Ranch Preserve and Stevens Creek Corridor.

Recommended Action

1. Award a contract to Grassroots Ecology for work related to maintenance of McClellan Ranch Preserve and Stevens Creek Corridor in the amount not to exceed \$104,240 per year for three years, totaling \$312,720; and
2. Authorize the City Manager to execute the contract with Grassroots Ecology when all contractual obligations have been met; and
3. Authorize the City Manager to extend the contract for up to two additional years, totaling \$208,480, for a five-year total of \$521,200, provided pricing and services remain acceptable.

Reasons for Recommendation

McClellan Ranch Preserve, located within the Stevens Creek Corridor, is part of a 60-acre open space and recreational area comprised of oak woodland and riparian habitats. Along with McClellan Ranch Preserve, the Stevens Creek Corridor is home to Blackberry Farm Park and Blackberry Farm Golf Course. These facilities are designated as a natural and rural preserve and is considered of great importance for native wildlife, flora, and fauna. It is preserved and managed for conservation and provides special opportunities for education, study, research, and the enjoyment of nature. To enhance the health of Stevens Creek, mitigate fire danger, and provide critical wildlife habitat, maintenance is needed throughout McClellan Ranch Preserve and along the Stevens Creek Trail. The maintenance of McClellan Ranch Preserve and the Stevens Creek Corridor has been contracted since September 2012.

On April 14, 2023, the City issued a Request for Proposal (RFP) seeking for a qualified vendor to provide specified maintenance of existing facilities, fire mitigation, and community engagement services at McClellan Ranch Preserve and throughout the Stevens

Creek Corridor. The RFP sought proposals for a three-year contract, with the option to extend the term of the contract for two additional one-year periods, for a potential five-year contract.

The RFP was sent to local plan rooms and builders exchanges and posted on the City's website. The project was also advertised in the Cupertino Courier with local circulation. An optional pre-proposal meeting was held on April 25, 2023.

Two vendors responded to the RFP and the following is a summary of the proposals for three years of maintenance services at McClellan Ranch Preserve and Stevens Creek Corridor.

Bidder	3 Year Bid Amount	Annual Estimate	Five Year Bid Amount
New Image Landscape Company	\$1,131,060.00	\$377,020.00	\$1,885,100.00
Grassroots Ecology	\$312,720.00	\$104,240.00	\$521,200.00

Grassroot Ecology's proposal was determined to be the lowest responsive and responsible submittal. Grassroots Ecology has the experience and knowledge to provide the needed specified maintenance activities, fire mitigation, and community engagement services in a manner that will be safe and successful. Grassroots Ecology has maintained the McClellan Ranch Preserve and Stevens Creek Corridor for over 10 years and are knowledgeable about the requirements at the site. Grassroots Ecology has proven their responsiveness to the City's requests and compliance with City requirements in the past.

Sustainability Impact

No sustainability impact.

Fiscal Impact

The Fiscal Year 2023-2024 Parks and Recreation Administration budget (GL 100-63-612 700-702) includes adequate funding for the specified maintenance services at McClellan Ranch Preserve and Stevens Creek Corridor.

California Environmental Quality Act

The award of the contract is exempt from CEQA pursuant CEQA Guidelines section 15301 (maintenance of existing facilities).

Prepared by: Jacinta Liang, Management Analyst

Reviewed by: Rachelle Sander, Director of Parks and Recreation

Approved for Submission by: Pamela Wu, City Manager

Attachments:

A - Draft Agreement