



# Administrative Report

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H.10., File # 25-0664

Meeting Date: 5/20/2025

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**To:** MAYOR AND CITY COUNCIL  
**From:** ANDREW WINJE, PUBLIC WORKS DIRECTOR

## **TITLE**

APPROVE AN AGREEMENT WITH FINLEY'S TREE & LANDCARE TO INSTALL IRRIGATION AND NEW LANDSCAPE MATERIALS IN THE CIVIC CENTER COURTYARD FOR A COST NOT TO EXCEED \$185,035

## **EXECUTIVE SUMMARY**

Approval of this item would secure a new agreement with Finley's Tree & Landcare to install an irrigation system and landscape materials in the newly renovated Civic Center Courtyard. The contractor recently completed installation of the Courtyard's hardscape features, which included concrete pads, pavers and retaining walls for a pollinator garden. The second phase of the project includes installation of valves, mainlines, laterals, rotating nozzles and over 950 plants. The cost of the work would not exceed \$185,035, including a 15% contingency.

## **BACKGROUND**

On March 3, 2025, the City Manager approved an agreement for Finley's Tree & Landcare to implement the hardscape features of the Civic Center Courtyard Renovation Project. The work, which included installing three concrete pads, 1,200 square feet of decorative pavers and retaining walls for a pollinator garden, was completed on April 18, 2025. The cost of the project was \$91,556.50. The second phase of the work involves the installation of landscape materials and an irrigation system. Staff solicited proposals for implementing the second phase from three local landscape contractors, CSI Services, Mariposa Landscapes, and Finley's.

The solicited costs (which ranged from \$124,539 to \$339,937) were based on implementation of the original courtyard project design prepared by Rainville Design Studio. The plan included a drip irrigation system and a plant palette that did not feature a significant number of native species. Later, the City's project team revised the plan to include more plants and an increased variety of native species, including Desert Wishbone-Bush, California Fuchsia, Seaside Daisy, as well as a more suitable in-ground irrigation system with rotating nozzles. The design revisions led to an overall cost increase, but will add long term value to the site and advance the City Council goal of increasing the use of native plants in landscaping projects to attract pollinators.

Based on the revised irrigation and planting plan, staff concluded that Finley's Tree & Landcare presented the best combination of experience, resources, cost, and schedule availability. Per the proposed agreement, the contractor will install the irrigation system, landscape features, including valves, mainlines, low voltage lighting, and over 950 plants for a cost not to exceed \$185,035,

including a 15% contingency. The contractor is prepared to begin work before the end of the May, with an expected completion timeline of three to four weeks.

The two phases of the Courtyard Renovation are being treated as different work efforts, completed through two separate agreements. However, as the same vendor was selected for both phases of the work, staff felt it was appropriate to bring the second agreement to the Council for consideration of approval, as the combined cost of the two contracts exceeds the City Manager's administrative threshold of \$200,000.

### **COORDINATION**

The report was coordinated by the Public Works Department. The City Attorney's Office prepared the Agreement.

### **FISCAL IMPACT**

The cost to implement the irrigation and planting features of the Civic Center Courtyard Renovation Project will not exceed \$185,035, including a 15% contingency. Funding is available in the Civic Center Landscape and Storefront Improvement project accounts.

### **APPROVED BY:**

*Mike Witzansky, City Manager*

### **ATTACHMENTS**

- Agmt - Finley's Tree & Landcare
- Insurance - Finley's Tree & Landcare