



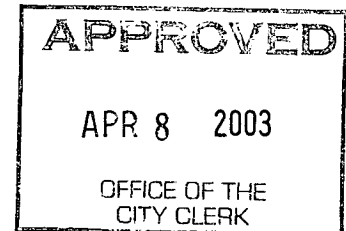
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DEPARTMENT OF  
PARKS AND RECREATION

CITY OF SACRAMENTO  
CALIFORNIA

5730 24<sup>TH</sup> STREET, BUILDING 12  
SACRAMENTO, CA 95822  
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PARK MAINTENANCE AND TREE  
SERVICES DIVISION



April 8, 2003

City Council  
Sacramento, California

06 2003-045

Honorable Members in Session:

**SUBJECT: APPROVAL OF A CONSULTANT SERVICES AGREEMENT WITH JAMES BACCHINI AND ASSOCIATES FOR LANDSCAPE AND LIGHTING (L&L)-FUNDED PARK REPAIR AND REHABILITATION SERVICES**

**LOCATION:** Citywide.

**RECOMMENDATION:**

It is recommended that the City Council suspend formal competitive bidding and authorize the City Manager to execute a sole-source agreement with James Bacchini and Associates for L&L-funded park repair and rehabilitation services citywide.

**CONTACT PERSON:**

Robert G. Overstreet, Director of Parks and Recreation, 264-1190

Robert J. Fleming, Park and Tree Maintenance Services Division Manager, 433-6301

**FOR COUNCIL MEETING OF:** April 8, 2003

**SUMMARY:**

This report recommends the City of Sacramento, Department of Parks and Recreation, contract with James Bacchini and Associates to make recommendations, develop systems and procedures, and make recommendations related to L&L-funded park repair and rehabilitation services citywide.

**COMMITTEE/COMMISSION ACTION:**

None with this report.

**BACKGROUND INFORMATION:**

The Park and Tree Maintenance Services Division is responsible for maintaining all City of Sacramento parks. Part of this maintenance responsibility is the repair and rehabilitation of parks and park facilities. Within the last year, the Division has absorbed responsibility for managing the Landscape and Lighting (L&L) CIP Fund for various park repair and rehabilitation projects not covered by the Parks Maintenance operating budget. The CIP project is designed to help maintain the City's system of parks and keep them safe, fully operable, and in a general state of good repair; thus avoiding more costly replacement of park facilities. Deterioration of park facilities is an unavoidable consequence of heavily used parks in the City Of Sacramento. This CIP helps keep facility deterioration to a minimum.

Park Maintenance staff has identified over 100 projects that qualify for approximately \$300,000 in L&L CIP funding. Projects that qualify for L&L funding include, but are not limited to: concrete walkway repair, playground repair and replacement, picnic table, drinking fountain and barbecue installation and repair, tennis court resurfacing, and irrigation repair. This high number of projects, coupled with an increased workload due to the rapid expansion of the City's park system, has created a backlog of repair and renovation projects citywide.

To increase the capacity and improve project delivery systems, City staff recommends assistance from consultants with landscape maintenance, construction, and project management experience. James Bacchini and Associates is well qualified to assist the Park and Tree Maintenance Services Division. The firm is experienced in planning, scoping, managing and delivering a variety of City park development projects. It has served as a park construction inspector for the cities of Sacramento, Davis, and Elk Grove. In addition to its extensive experience in this field, James Bacchini and Associates formerly provided consulting services to the Department's Park Planning Design and Development Division for the management of the L&L park repair CIP program.

The Park and Tree Maintenance Services Division has not previously managed a program of the magnitude of L&L Park Repair CIP program. Rapid expansion of the City's park system has overtaxed the Division's workforce and it will benefit from outside help setting up budget and project management systems to efficiently and effectively manage the L&L Park Repair CIP Program. James Bacchini and Associates is available to assist the Division on a contractual basis. The firm's experience with this program makes it an ideal choice for the Division's speedy and cost-effective absorption of the L&L CIP program. The firm's tasks as consultant will include

- ▶ Recommend method(s) to distribute L&L funds equitably across CIP areas and park service areas.
- ▶ Recommend systems and procedures to allow for consistency in bidding, awarding and inspecting CIP work following City contract procedures. Train applicable personnel.

- ▶ Evaluate proposed projects for consistency to CIP guidelines.

With Council approval, James Bacchini and Associates will begin services on April 15, 2003. James Bacchini and Associates will receive assignments from Park and Tree Services Division Manager Bob Fleming.

**FINANCIAL CONSIDERATIONS:**

No additional funding is requested with this report. The total dollar amount of the agreement will not exceed \$75,000. James Bacchini and Associates' services will be charged as an expense to CIP projects that it is assigned.

**ENVIRONMENTAL CONSIDERATIONS:**

None.

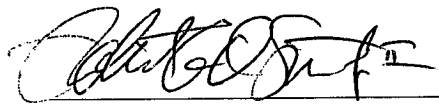
**POLICY CONSIDERATIONS:**

The proposed action under this report is consistent with the City Council's goals to preserve and expand parks and recreation opportunities, and to implement organizational improvements.

**ESBD CONSIDERATIONS:**

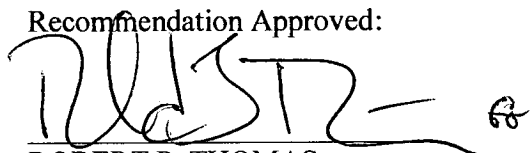
James Bacchini and Associates is certified as an ESBD firm.

Respectfully submitted,



Robert G. Overstreet,  
Director of Parks and Recreation

Recommendation Approved:



ROBERT P. THOMAS,  
City Manager



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PARK MAINTENANCE &  
TREE SERVICES DIVISION

April 1, 2003

**MEMORANDUM**

TO: City Clerk

FROM: Wally Cole, Park Maintenance and Tree Services Division AA (433.6203) 

RE: **CONTRACTS FOR ARRIL 8, 2003 AFTERNOON COUNCIL REPORT  
(CONSENT)**

Attached to this memo are three contracts for consultant services for the management of the Landscape and Lighting CIP park repair and rehabilitation fund. These contracts are for the 4/8/03 Council Report entitled **APPROVAL OF CONSULTANT SERVICES AGREEMENT WITH JAMES BACCHINI AND ASSOCIATES FOR LANDSCAPE AND LIGHTING – FUNDED PARK REPAIR AND REHABILITATION SERVICES**. The report is a consent item scheduled to be heard at the afternoon meeting. Please connect the contracts with the report.

Attachments: 3 Landscape and Lighting Program Management Program Contracts