

MEETING DATE/TYPE: VOTING MEETING 7-9-19

DEPARTMENT: Community Development

AGENDA ITEM: Accept Bid of \$ \$34,981.00 from Manzanita Landscaping to construct an Outdoor Learning Center at the Launch Pad Teen Center as part of the PY18 CDBG Program.

FUNDING SOURCE: Grants Fund

Approved By: Michael Lamar, City Manager

Item Summary

The Launch Pad Teen Center was awarded a PY18 CDBG Grant in the amount of \$35,000.00. This award was recommended by the CDBG Citizen Advisory Committee (CAC) and approved by the Prescott City Council. The Launch Pad received three bids for the outdoor learning center.

The Launch Pad Teen Center has chosen to go with the second lowest bid of Manzanita Landscaping because the lowest bid was incomplete and did not include all critical components of the bid request. Manzanita's bid did have all components and also included a rainwater harvesting system to fuel a new irrigation system and native plantings.

Background

This project is part of the City of Prescott's CDBG Annual Action Plan of 2018. The project was competitively applied for and reviewed by the seven (7) member City of Prescott CDBG Citizen's Advisory Committee (CAC) and approved by the Prescott City Council and by the US Department of Housing and Urban Development (HUD).

City staff completed the HUD required environmental assessment and reviewed the project and bidding process. Per the contract, all work must be substantially complete within 45 calendar days of the notice to proceed. The existing contract will be amended to include new timelines for the project.

Financial Impact

This program is funded on a cost reimbursement basis to the sub-recipients/grantees and Prescott will be reimbursed from HUD as payments are made to sub-recipients.

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Attachments

1. Manzanita Landscaping Proposal
2. Landscape Design

Recommended Action: MOVE to award the bid to Manzanita Landscaping for \$34,981.00 and authorize the City of Prescott to execute the contract with The Launch Pad Teen Center to complete the Outdoor Learning Center Project.