


**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Finance	<b>CEQA:</b> Not a Project, File No. PP17-003, Agreements/ Contracts (New or Amended) resulting in no physical changes to the environment.	<b>Coordination:</b> Airport Department; City Attorney’s Office; City Manager’s Budget Office	<b>Dept. Approval:</b> /s/ Rick Bruneau
<b>Council District(s):</b> Citywide			<b>CMO Approval:</b>  6/6/23

**SUBJECT: AMENDMENT TO PURCHASE ORDER WITH JENSEN LANDSCAPE SERVICES, LLC FOR LANDSCAPE AND IRRIGATION MAINTENANCE SERVICES**

**RECOMMENDATION:**

Adopt a resolution authorizing the City Manager to amend purchase order OP 59024 with Jensen Landscape Services, LLC (Milpitas, CA) for landscape and irrigation maintenance services to increase the total compensation by \$343,929 for a maximum compensation not-to-exceed \$854,929 for the 12-month period ending June 30, 2024.

**Desired Outcome:** Authorizing the City Manager to take this action allows the San José Mineta International Airport to continue receiving landscape and irrigation maintenance services from Jensen Landscape Services, LLC while staff develops and conducts a new competitive solicitation for these services.

**BASIS FOR RECOMMENDATION:**

The Airport Department is responsible for overseeing landscaping and irrigation at the San José Mineta International Airport. Services required include planting, watering, weeding, fertilizing, spraying, cutting, insect abatement, pruning, and irrigation repair necessary to maintain over 350 trees and over 10 acres of landscape. Proper irrigation maintenance reduces water consumption. As a result of a competitive solicitation, the initial award for these services was made to Jensen Landscape Services, LLC on July 1, 2015, with the last option expiring June 30, 2022. An extension was authorized by City Council in June 2022<sup>1</sup>, with the final option extended through June 30, 2023 under City Manager authority. City Council then authorized an increase to the purchase order maximum compensation in February 2023<sup>2</sup>.

Staff had been working on developing a new solicitation for the services. Those efforts were suspended when California enacted Senate Bill 1383 into law so staff could review and understand its provisions. Senate Bill 1383 created new regulations that impact the procurement of recycled organic products, such as compost, mulch, and materials used in landscaping services. City staff have now reviewed how those regulations will affect City processes and bidding requirements, and are in a position to resume efforts on the new competitive solicitation. The landscaping services solicitation currently in development will incorporate requirements needed to comply with Senate Bill 1383. Approval of this recommendation will ensure the City continues to receive these services with minimal impact to operations, pending the completion of the new solicitation.

Commission Recommendation/Input: There is no commission recommendation or input associated with this action.

**COST AND FUNDING SOURCE:**

Fund #	Appn. #	Appn. Name	Total Appn.	Amt. for Recommendation	2023-2024 Proposed Budget Pg.*	Last Budget Action (Date, Ord. No)
527	4004	Land Improvements	\$100,000	\$45,000	639	N/A
523	0802	Airport Non-Personal/ Equipment	\$54,811,767	\$298,929	846	N/A

\*The 2023-2024 Proposed Capital and Operating Budgets were released on April 26, 2023 and May 2, 2023, respectively. Both are scheduled to be reviewed on June 13, 2023 and adopted on June 20, 2023 by City Council.

**FOR QUESTIONS CONTACT:** Albie Udom, Deputy Director of Finance – Purchasing & Risk Management, at [albie.udom@sanjoseca.gov](mailto:albie.udom@sanjoseca.gov)

<sup>1</sup> June 21, 2022, [Resolution](#)  
<sup>2</sup> February 14, 2023, [Resolution](#)