

HARBOR BAY BUSINESS PARK ASSOCIATION

c/o GS Management Company

5674 Sonoma Drive

Pleasanton, CA 94566

Telephone: (925) 734-0280

mmarks@gsmanagement.com

April 25, 2016

Honorable Mayor Trish Herrera Spencer and Members of the Alameda City Council

Alameda City Hall

2263 Santa Clara Avenue

Alameda, CA 94501

Re: Request of Harbor Bay Business Park Association for a New Five Year Landscape Maintenance Management Contract with the City for Zone 5 (Harbor Bay Business Park) of the Island City Landscaping and Lighting District 84-2

Dear Mayor and Council Members:

The Board of the Harbor Bay Business Park Association (“HBBPA”) hereby requests that the City of Alameda enter into a new five (5) year Landscape Maintenance Management Contract with HBBPA for the City’s Island City Landscaping and Lighting District 84-2, Zone 5 – Harbor Bay Business Park, beginning July 1, 2016.

HBBPA has been performing landscape maintenance and management services for Zone 5 (the Harbor Bay Business Park zone of the City’s Landscape and Lighting District) under prior contracts with the City since November, 1985. From 2004 to the present, HBBPA has utilized outside subcontractors for the maintenance work and has retained GS Management Company, a professional management firm, as its agent to manage, supervise and administer the maintenance work performed by the subcontractors. The term of the current Landscape Maintenance Management Contract, as extended by a First Amendment entered into between City and HBBPA on June 22, 2011, will expire on June 30, 2016.

HBBPA is made up of all the property owners in the Harbor Bay Business Park, including major businesses important to the economy of the City of Alameda. The properties that comprise Zone 5 of the City’s Landscape and Lighting District and pay assessments levied against their properties for the District are the exact same properties that make up the Harbor Bay Business Park Association.

Our members desire that the landscaping and entry features along Harbor Bay Parkway and the major spine roads of the Harbor Bay Business Park and also the landscaping and public access improvements in place in the Shoreline Park, in the Harbor Bay Ferry Terminal parking lot, and along the Business Park side of the interior Harbor Bay Isle lagoon continue to be maintained at a high level of attractiveness appropriate for a first-class business park. Also, our Board wants to assure the City Council that we carefully monitor the operating budgets and expenses incurred in the landscaping maintenance work performed under the current contract

Honorable Mayor and Members of the Alameda City Council

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with the City and that our Board would continue to carefully monitor the operating budget and expenses of this work going forward under the requested new five year contract because we have an interest in controlling the costs and making sure that the assessments paid by our members are well spent.

Our Board is confident that our Association has established a proven record of effectively managing and performing the landscaping and related maintenance activities performed in the Harbor Bay Business Park under its current and prior contracts with the City. Also, our property management team at GS Management Company has established and maintained good working relationships with the staff of the City's Public Works and Finance Departments to efficiently handle the maintenance work program and process the payments for services and materials.

For all the above reasons, our Board urges the City Council to enter into a new five (5) year Landscape Maintenance Management Contract with HBBPA for the City's Island City Landscaping and Lighting District 84-2, Zone 5 – Harbor Bay Business Park, beginning July 1, 2016.

Sincerely,

DANIEL F. REIDY

Corporate Secretary and Attorney for the Harbor Bay Business Park Association

Cc: Joseph Ernst, President, Harbor Bay Business Park Association
Marcy Marks, GS Management Company, Manager of HBBPA