



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: NOVEMBER 1, 2022

FROM: PUBLIC WORKS DEPARTMENT WARD: 2

SUBJECT: FIRST AMENDMENT TO AGREEMENT FOR LANDSCAPE MAINTENANCE SERVICES FOR LANDSCAPE AND GENERAL OUTSIDE MAINTENANCE SERVICES AGREEMENT FOR SYCAMORE HIGHLANDS LANDSCAPE MAINTENANCE DISTRICT AND CANYON SPRINGS/CANYON CROSSINGS BUSINESS DISTRICT WITH GREENTECH LANDSCAPE, INC., OF WHITTIER, CALIFORNIA FROM JULY 1, 2022 TO JUNE 30, 2023 IN THE AMOUNT OF \$157,510.47 FOR A TOTAL AMOUNT OF \$601,005.47, AND WITH ONE OPTIONAL ONE-YEAR EXTENSION

ISSUE:

Approve a First Amendment to the Landscape Maintenance Services Agreement for Landscape and General Outside Maintenance Services for Sycamore Highlands Landscape Maintenance District and Canyon Springs/Canyon Crossings Business District with Greentech Landscape, Inc., of Whittier, California, retroactively, from July 1, 2022 to June 30, 2023, in the amount of \$157,510.47, including 10% contingency for vandalism, theft, and/or decay, for a total amount of \$601,005.47, and with one optional one-year extension.

RECOMMENDATIONS:

That the City Council:

1. Approve a First Amendment to the Landscape Maintenance Services Agreement with Greentech Landscape, Inc., of Whittier, California for Landscape and General Outside Maintenance Services for Sycamore Highlands Landscape Maintenance District and Canyon Springs/Canyon Crossings Business District, retroactively, from July 1, 2022 to June 30, 2023, in the amount of \$157,510.47, including 10% contingency for vandalism, theft, and/or decay, for a total amount of \$601,005.47, and with one optional one-year extension;
2. Authorize the City Manager, or designee, retroactively, to execute the First Amendment to the Services Agreement, including making minor and non-substantive changes; and
3. Authorize the City Manager, or designee, to execute the optional one-year extension, provided that the amount is included in the subsequent approved budgets.

BACKGROUND:

On March 7, 2019, the City issued Request for Proposal No. 1908 for Landscape and General Outside Maintenance Services for the Sycamore Highlands Landscape Maintenance District and the Canyon Springs /Canyon Crossings Business District. The area consists of various landscapes in the medians and parkways along parts of Faire Isle Drive, Lockmoor Drive, Sycamore Canyon Boulevard, Rowan Drive, Kirkmichael Drive, Campus Parkway, Canyon Park Drive, Canyon Springs Parkway, Corporate Center Place, Day Street, Gateway Drive, Valley Springs Parkway, and Eucalyptus Avenue.

In response to the RFP, seven proposals were received and evaluated by an internal review panel consisting of staff from several different City departments. The proposal from Greentech Landscape, Inc. (GTL), was deemed responsive and determined to be the most qualified. City Council awarded the contract to GTL on June 18, 2019.

GTL is a full-service commercial landscaping contractor based in Whittier, California, that has been providing services throughout Southern California for more than 30 years.

DISCUSSION:

The staff report on the City Council agenda of June 18, 2019, recommending approval of the original Landscape Services Agreement with Greentech (Attachment 3), unintentionally omitted a recommendation requesting that the City Council authorize the City Manager to execute two optional one-year extensions, as provided for in the Agreement. This report is an administrative correction, requesting that City Council authorize, retroactively, the First Amendment and its execution, and authorize the option to use the remaining one-year extension. Funds for this amendment and the remaining optional one-year term were included in the FY 2022-24 Biennial Budget.

Section 702(h) of Purchasing Resolution 23812 allows for an exception to competitive procurement, it states, "Competitive Procurement through the Informal Procurement and Formal Procurement process shall not be required in the any of the following circumstances: ... (h) When Services, except for Professional Services, can be Procured from a Contractor who offers the same or better price, terms and conditions as the Contractor previously offered as the Lowest Responsive Bidder under Competitive Procurement or negotiations conducted by the City or another public agency, provided that, in the opinion of the Manager, it is in the best interests of the City to do so".

The Purchasing Manager concurs that the recommendation to approve is in compliance with Purchasing Resolution 23812.

STRATEGIC PLAN ALIGNMENT:

This item supports **Strategic Priority 4 – Environmental Stewardship** and **Goal 4.5 - Maintain and conserve 30% of Riverside’s natural lands in green space including, but not limited to, agricultural lands and urban forests in order to protect and restore Riverside’s rich biodiversity and accelerate the natural removal of carbon, furthering our community’s climate resilience.**

This item aligns with each of the Cross-Cutting Threads as follows:

1. **Community Trust** – Management of the city’s urban forest and landscapes benefit all city residents, businesses and visitors by helping to remove gaseous air pollutants and sequestering carbon.
2. **Equity** – Approval of this action benefits all who live near or travel through the South Quadrant.
3. **Fiscal Responsibility** – Maintaining city owned landscapes and their infrastructure supports Public Works’ efforts to minimize inefficiencies and maximize reliability.
4. **Innovation** – Public Works is focused on replacing old, outdated, failing equipment with the newest technologies. When it comes to irrigation, there are a number of options on the market that allow us to maximize our sustainability efforts.
5. **Sustainability & Resiliency** – Planting water wise plants and ensuring the proper operation of irrigation controllers are just two of the ways Public Works sustainably and efficiently manages the city’s water resources and green spaces.

FISCAL IMPACT:

The total fiscal impact of the one-year extension is \$157,510.47. Sufficient funds are budgeted and available in the accounts listed in the table below:

Fund	Program	Account	Amount
General Fund	Urban Forestry - Landscape Maintenance	4110110-421203	\$83,930.47
Highlander LMD	PW-LMD – Landscape Maintenance	9716840-421203	\$73,580.00
Total:			\$157,510.47

Appropriations for future fiscal years will be included in the Department’s Budget submissions for those fiscal years to be presented to the City Council for approval.

Prepared by: Gilbert Hernandez, Public Works Director
 Certified as to
 availability of funds: Edward Enriquez, /Interim Assistant City Manager/Chief Financial Officer/City Treasurer
 Approved by: Kris Martinez, Assistant City Manager
 Approved as to form: Phaedra A. Norton, City Attorney

Attachments:

1. Agreement
2. First Amendment to the Agreement
3. Staff Report – Greentech Landscape, Inc. Agreement – June 18, 2019