



City of Arts & Innovation

City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JUNE 21, 2016**

FROM: PUBLIC WORKS DEPARTMENT **WARDS: 1, 2, 3, 4, 5, AND 6**

SUBJECT: RFP NO. 1595 – LANDSCAPE MAINTENANCE SERVICES AGREEMENT WITH MARIPOSA LANDSCAPES, INC. FOR SOUTH QUADRANT PARKWAYS AND MEDIANS FOR A THREE-YEAR TERM ENDING JUNE 30, 2019, FOR \$2,176,344

ISSUE:

The issue for City Council consideration is approval of an agreement with Mariposa Landscapes, Inc., to perform Landscape Maintenance Services for South Quadrant Parkways and Medians for a three-year term ending June 30, 2019 for \$2,176,344.

RECOMMENDATIONS:

That the City Council:

1. Approve and authorize the City Manager, or his designee, to execute the Landscape Maintenance Services Agreement with Mariposa Landscapes, Inc., located in Irwindale, California, for South Quadrant Parkways and Medians, in the amount of \$2,176,344, with a term ending June 30, 2019 for; and,
2. Authorize the City Manager, or his designee, to execute future amendments to this agreement to add additional maintenance areas and extend the term, for up to two additional years, subject to the availability of budgeted funds.

BACKGROUND:

On March 15, 2016, the City of Riverside issued Request for Proposal (RFP) 1595 to solicit proposals from qualified landscape contractors to provide complete landscape maintenance services of the City maintained parkways and medians within the City limits, south of State Route 91, and Interstate 215 as shown on the attached map.

On April 5, 2016, the City received seven proposals in response to RFP 1595. After an initial review, six of the proposals were considered responsive to the RFP. One of the proposals was not considered responsive as the proposer did not meet the requirement of having a minimum of five years commercial and/or municipal landscape and general maintenance service experience under its current business name, of similar scope and size as clearly specified in section 7.4 of the RFP, Experience and References.

In order to identify the most qualified service provider, a selection committee consisting of representatives from the Public Works Department and the Purchasing Services Division, evaluated all responsive proposals based on the criteria set forth in the RFP which included experience, qualified manpower, ability to meet the time frames required, financial resources, and cost of services.

After an extensive evaluation of each proposal based on the criteria listed above, the top two candidates were invited to an interview. The contractors were asked how they would respond to multiple scenarios and were scored on their responses. Once all scores were reviewed, Mariposa Landscapes, Inc. was selected as the most qualified company to perform the requirements of the RFP. The annual cost for the contract services will average approximately \$725,448 with a three- year contract cost totaling \$2,176,344.

FISCAL IMPACT:

The fiscal impact to the General Fund is \$2,176,344 over a three-year contract term ending June 30, 2019. The funding requirement for Fiscal Year 2016-17 is \$710,796 and the annual maintenance fee increases by 1.8% for Fiscal Year 2017-18 totaling \$723,660. Sufficient funding is included in the Public Works Department landscape maintenance account number 4110110-421203 for the proposed two-year budget. The remaining \$741,888 will be included in a future Public Works Department budget. The following chart shows the costs associated with the proposed three-year contract.

RFP No. 1595: Landscape Maintenance Services for South Quadrant Parkways and Medians			
	Year 1	Year 2	Year 3
Annual Maintenance Fee	\$680,796	\$693,660	\$711,888
Irrigation Repairs throughout the year	\$10,000	\$10,000	\$10,000
Enhanced Services (Special Events & Weekends)	\$5,000	\$5,000	\$5,000
Misc. Plant Replacements throughout the year	\$15,000	\$15,000	\$15,000
Annual Total	\$710,796	\$723,660	\$741,888
Year to Year Increase		1.8%	2.6%

Prepared by: Kris Martinez, Public Works Director
 Certified as to
 availability of funds: Scott G. Miller, Interim Finance Director/Treasurer
 Approved by: Al Zelinka, FAICP, Assistant City Manager
 Approved as to form: Gary G. Geuss, City Attorney

Attachments:

1. South Quadrant Service Area Map
2. Agreement for Landscape Maintenance Services for South Quadrant Parkways and Medians