



# RIVERSIDE PUBLIC UTILITIES

## Board Memorandum

**BOARD OF PUBLIC UTILITIES**

**DATE:** JUNE 27, 2016

**ITEM NO:** 8

**SUBJECT:** GENERAL LANDSCAPE MAINTENANCE AT VARIOUS PUBLIC UTILITIES PROPERTIES – APPROVAL OF TWO YEAR AGREEMENT WITH MARIPOSA LANDSCAPES, INC. OF IRWINDALE, CA, RFP NO. 1611, FOR \$232,840 ANNUALLY

**ISSUE:**

The issue for Board of Public Utilities consideration is approval of an Agreement with Mariposa Landscapes, Inc., in the amount of \$232,840, for general landscape maintenance services at various Public Utilities properties, Request for Proposal No. 1611.

**RECOMMENDATIONS:**

That the Board of Public Utilities:

1. Approve the Agreement for general landscape maintenance services at Various Public Utilities properties, Request for Proposal No. 1611, with Mariposa Landscapes, Inc. of Irwindale, California, from July 1, 2016 to June 30, 2018 in the amount of \$232,840 per year; and
2. Authorize the City Manager, or his designee, to execute up to three additional one-year extensions to the term of the contract, if necessary, in annual amounts not-to-exceed the (i) sum of the cost of the original contract (including change orders), and (ii) any negotiated modifications not-to-exceed any increase in the Consumer Price Index (CPI).

**BACKGROUND:**

The Riverside Public Utilities Department (RPU) has 89 properties in Riverside and San Bernardino Counties that require various levels of general landscape maintenance (including irrigation upgrades and repairs) on a weekly, monthly and quarterly basis. Landscape maintenance and irrigation work at these properties is performed by a contractor, with the current contract expiring on June 30, 2016.

There are 76 water facilities and 13 electric substations in the landscape maintenance program. In general, the landscape maintenance and level of frequency are driven by the type of landscape at each site, and the core responsibilities for landscape maintenance include, but are not limited to: mowing, trimming, edging, weeding, fertilizing, watering, treating and controlling plant diseases, applying herbicides, staking and guying, removing litter, and site clean-up.

In March 2016, staff issued a Request for Proposals (RFP) No. 1611 for this non-professional service, in accord with the City's purchasing procedures (Resolution 21182). Three proposals were received on May 5, 2016. Staff evaluated the proposals and determined that Mariposa Landscapes, Inc., proposal best met all of the requirements of the specifications.

<b>Company:</b>	<b>Proposal Amount (annual)</b>	<b>Evaluation</b>
1. Mariposa Landscapes Inc., Irwindale, California	\$232,840.00	Selected
2. Inland Empire Landscape, San Bernardino, California	\$293,742.56	Not selected
3. Soholt Landscape, Inc. Riverside, California	\$302,820.00	Not selected

The landscape and irrigation services agreement is for a two year term extending from July 1, 2016, to June 30, 2018. The agreement may be extended annually by mutual agreement for three additional one-year terms. Should the option to renew the Agreement be exercised, RPU and Contractor shall negotiate any and all price modifications, using the Consumer Price Index (CPI) as a basis.

The Purchasing Services Manager concurs with the recommendations above.

### **FISCAL IMPACT:**

The total annual maintenance cost is \$232,840. Sufficient funds are included as part of the proposed FY2016-17 and FY 2017-18 budgets from the Water Division Account No. 6200000-421000 (\$191,156) and the Electric Division Account No. 6100000-421000 (\$41,684). Subsequent year(s) will be budgeted as part of the budget process.

Prepared by: Todd L. Jorgenson, Public Utilities Assistant General Manager/Water  
 Approved by: Girish Balachandran, Public Utilities General Manager  
 Approved by: John A. Russo, City Manager  
 Approved as to form: Gary G. Geuss, City Attorney

Certifies availability  
 of funds: Laura Chavez-Nomura, Public Utilities Assistant General Manager/Finance

Attachment: Agreement for General Landscape Maintenance