



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: NOVEMBER 17, 2020

FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT WARDS: 1, 3, 4, 5, 6, AND 7

SUBJECT: AGREEMENT FOR LANDSCAPE MAINTENANCE SERVICES WITH SO CAL LAND MAINTENANCE, INC., FOR ANNUAL LANDSCAPE MAINTENANCE OF VARIOUS CITY FACILITIES, USING PURCHASING RESOLUTION NO. 23256 SECTION 702(G), IN THE AMOUNT OF \$273,497.70; PLUS A 15% CHANGE ORDER AUTHORITY OF \$41,024.66, FOR A TOTAL CONTRACT AMOUNT NOT TO EXCEED \$314,522.36; FOR A TWO-YEAR TERM BEGINNING JANUARY 1, 2021 TO DECEMBER 31, 2022

ISSUE:

Approve an Agreement for Landscape Maintenance Services with So Cal Land Maintenance, Inc. for annual landscape maintenance of various City facilities for a two-year term, using purchasing resolution no. 23256 section 702(g), in the amount of \$273,497.70; plus a 15% change order authority in the amount of \$41,024.66, for a total contract amount not to exceed \$314,522.36.

RECOMMENDATIONS:

That the City Council:

1. Approve an Agreement for Landscape Maintenance Services with So Cal Land Maintenance, Inc., for annual landscape maintenance services of various city facilities for a two-year term beginning January 1, 2021 through December 31, 2022, in the amount of \$273,497.70;
2. Approve a 15% change order authority in the amount of \$41,024.66, for a total contract cost not to exceed \$314,522.36; and
3. Authorize the City Manager, or his designee, to execute the two-year agreement, including making minor and non-substantive changes.

BACKGROUND:

In March 2016, the City entered into an agreement with So Cal Land Maintenance, Inc. using RFP No. 1556 for Annual Landscape Maintenance of Various City Facilities. The initial term of the agreement was from March 2016 – December 31, 2017, with the option to extend for three additional one-year terms. The terms of the final amended agreement expire on December 31,

2020, and the City is requesting City Council approval of a new two-year agreement pursuant to Purchasing Resolution 23256, Section 702(g) with the condition that rates will not increase from the current agreement terms.

DISCUSSION:

Services under the current agreement include landscape maintenance at the following City facilities: Fire Department: Emergency Operations Center; General Services Department: Corporation Yard; Library Department: Arlanza Library, Arlington Library, Casa Blanca Library, La Sierra Library, Main Library; Museum Department’s Fox Theater; Parks, Recreation and Community Services Department (PRCSD): Marcy/PRCSD Administration (cost is shared 50/50 with Library Department); Police Department: Downtown Police Station, Lincoln Street Police Station, Riverside Police Aviation Unit, and Transportation Center/Police Administration Building; and Public Utilities Department: Casa Blanca Customer Resource Center.

Purchasing Resolution 23256, Section 702(g) states that competitive procurement through the Informal Procurement and Formal Procurement process shall not be required “When 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.”

Staff has negotiated terms with So Cal Landscape, Inc. and they have agreed to extend the current agreement while maintaining the same rates.

The Purchasing Manager concurs that the recommendation complies with Purchasing Resolution No. 23256, Section 702 (g).

FISCAL IMPACT:

The total fiscal impact of the action is \$314,522.36. Sufficient funds are available as follows:

Department	Facilities	Account Number	CY2021 (Jan - Dec)	CY2022 (Jan - Dec)	Contract Term (1/1/21 - 12/31/22)
Fire	EOC	3515000-421000	\$5,555.10	\$5,555.10	\$11,110.20
General Services	Corporation Yard, CNG Fueling Station (Jurupa/Acorn)	2210000-421000	\$28,515.30	\$28,515.30	\$57,030.60
Library	Arlanza, Arlington, Casa Blanca, La Sierra, Main, Marcy/PRCSD	5130000000-42100025	\$48,561.68	\$48,561.68	\$97,123.36
Museum	Fox Theater	2880000-421000	\$2,777.55	\$2,777.55	\$5,555.10
PRCSD	Marcy/PRCSD	5215000-421204	\$4,159.83	\$4,159.83	\$8,319.66
Police	Downtown, Lincoln, Aviation, Trans Ctr./Admin	3105000-421000	\$30,527.08	\$30,527.08	\$61,054.16
Public Utilities	Customer Resource Center	6000019230-42100006	\$16,652.31	\$16,652.31	\$33,304.62
15% Change Order					\$41,024.66
Total:			\$136,748.85	\$136,748.85	\$314,522.36

Prepared by: Adolfo Cruz, Parks, Recreation and Community Services Director
Certified as to
availability of funds: Edward Enriquez, Chief Financial Officer/City Treasurer
Approved by: Rafael Guzman, Assistant City Manager
Approved as to form: Kristi J. Smith, Chief Assistant City Attorney

Attachment: Agreement