



# RIVERSIDE PUBLIC UTILITIES

## Board Memorandum

**BOARD OF PUBLIC UTILITIES**

**DATE: JUNE 28, 2021**

**SUBJECT: FOURTH AMENDMENT TO AGREEMENT FOR GENERAL LANDSCAPE MAINTENANCE SERVICES FOR VARIOUS PUBLIC UTILITIES PROPERTIES WITH MARIPOSA LANDSCAPES, INC, TO EXTEND THE TERM THROUGH JUNE 30, 2022 IN THE AMOUNT OF \$250,743; AND FIFTH AMENDMENT TO AGREEMENT FOR WEED ABATEMENT MAINTENANCE SERVICES FOR VARIOUS PUBLIC UTILITIES PROPERTIES WITH SCOTT TRACTOR SERVICE TO EXTEND THE TERM THROUGH JUNE 30, 2022 IN THE AMOUNT OF \$119,770**

**ISSUES:**

Consider approving the Fourth Amendment to Agreement for General Landscape Maintenance Services For Various Public Utilities Properties with Mariposa Landscapes, Inc. in an amount of \$250,743, and the Fifth Amendment to the Agreement for Weed Abatement Maintenance Services for Various Public Utilities Properties with Scott Tractor Service, in an amount of \$119,770, for the maintenance of utility owned properties from July 1, 2021 to June 30, 2022.

**RECOMMENDATIONS:**

That the Board of Public Utilities:

1. Approve the Fourth Amendment to Agreement for General Landscape Maintenance Services for Various Public Utilities Properties with Mariposa Landscapes, Inc. to extend the term through June 30, 2022 in the amount of \$250,743; and
2. Approve the Fifth Amendment to the Agreement for Weed Abatement Maintenance Services for Various Public Utilities Properties with Scott Tractor Service to extend the term through June 30, 2022 in the amount of \$119,770; and
3. Authorize the City Manager, or his designee, to execute the necessary agreements and any other documents necessary to effectuate the work described herein, including making minor and non-substantive changes and to sign all documents and instruments necessary to complete the transactions.

**BACKGROUND:**

Riverside Public Utilities (RPU) has 89 properties located in San Bernardino and Riverside Counties, which require various levels of general landscape maintenance, irrigation repairs, debris

removal, and minor upgrades on a weekly, monthly and quarterly basis.

This landscape maintenance work is currently performed by a private contractor, Mariposa Landscapes Inc. The current contract, which is under its third and last extension, will expire on June 30, 2021. Mariposa has been providing this service to the Utility since 2016 and was initially selected through competitive procurement using the Request for Proposal (RFP) process, under RFP 1611.

RPU has 25 properties located in San Bernardino and Riverside Counties that require various degrees of general weed and fire risk abatement, trash removal, and homeless encampment cleanup. This abatement work is currently performed by a private contractor, Scott Tractor Services. The current contract, under its fourth extension, will expire on June 30, 2021. Scott Tractor has been providing this service to the Utility since 2015 and was initially selected through competitive procurement using the RFP process, under RFP 1498.

New RFPs were anticipated to be completed for both the landscape maintenance and weed abatement contracts in advance of requesting approval for the contracted services effective July 1, 2021. The COVID19 pandemic safety protocols in place during the January/February 2021 months made it very problematic to issue new RFPs on time for services to start on July 1, 2021. The typical RFP process for the services includes on site field meetings at most of the locations with a large number of interested contractors. Staff determined it was in the best interest of the City to ensure a solution that could maintain adequate landscape maintenance and weed abatement service levels with the same competitive pricing for July 1, 2021 to June 30, 2022.

## **DISCUSSION:**

The landscape maintenance agreement from RFP 1611 with Mariposa Landscapes, and the weed abatement agreement from RFP 1498 with Scott Tractor Services, are set to expire on June 30, 2021. It is crucial that these services are ongoing to maintain site aesthetics, comply with fire abatement notices, and be able to address ongoing homeless encampment issues.

Both Mariposa Landscapes, Inc. and Scott Tractor Services were initially deemed as providing the best value considering their qualifications, experience, equipment at hand, and cost proposals through the competitive procurement process for their respective services. These contractors have been providing superior service levels to the Utility and are very familiar with RPU sites and issues. Both contractors have agreed to hold their pricing the same as it was upon their last respective contract extensions in 2020.

Staff believe it is in the best interest of the City to retain each of these contractors for one additional year as allowed by the City's Purchasing Resolution 23256 Section 702(g), which states:

*"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".*

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

New RFPs for both services are scheduled for early 2022 to issue new contracts commencing on July 1, 2022.

**FISCAL IMPACT:**

The total cost for landscape maintenance services is \$250,743, with 80% charged to Water and 20% charged to Electric as determined by the number of sites each division uses the landscape maintenance services. Sufficient funds are included as part of the proposed Fiscal Year 2021/22 budget in Water Operations Professional Services Account No. 6200000-421000 (\$200,594.40) and Electric Operations Professional Services Account No. 6100000-421000 (\$50,148.60).

The total cost for weed abatement services is \$119,770, with 97% charged to Water and 3% charged to Electric as determined on the amount of acreage each division uses the weed abatement contract. Sufficient funds are included as part of the proposed Fiscal Year 2021/22 budget in Water Operations Professional Services Account No. 6200000-421000 (\$116,177) and Electric Operations Professional Services Account No. 6100000-421000 (\$3,593).

The City Council will consider the Fiscal Year 2021/22 budget at their regularly scheduled June 22, 2021 meeting.

Prepared by:	Oscar A. Khoury, Engineering Manager
Approved by:	Todd M. Corbin, Utilities General Manager
Approved by:	Al Zelinka, FAICP, City Manager
Approved as to form:	Kristi Smith, Interim City Attorney

Certifies availability of funds:	Edward Enriquez, Chief Financial Officer/City Treasurer
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**Attachments:**

1. Fourth Amendment to Agreement for General Landscape Maintenance Services for Various Public Utilities Properties with Mariposa Landscapes, Inc.
2. Fifth Amendment to Agreement for Weed Abatement Maintenance Services for Various Public Utilities Properties with Scott Tractor Services
3. Presentation