



# City Council Memorandum

*City of Arts & Innovation*

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**TO: HONORABLE MAYOR AND CITY COUNCIL                      DATE: JULY 18, 2023**

**FROM: PARKS, RECREATION AND COMMUNITY                      WARDS: ALL**  
**SERVICES DEPARTMENT**

**SUBJECT: SERVICE AGREEMENT WITH MARIPOSA LANDSCAPES, INC., IN ACCORDANCE WITH RFP 2255 FOR LANDSCAPE MAINTENANCE AND IRRIGATION REPAIR SERVICES AT VARIOUS CITY FACILITIES FOR THE TERM OF JULY 1, 2023, THROUGH JUNE 30, 2025, IN THE AMOUNT OF \$435,552.24 WITH THE OPTION TO EXTEND FOR THREE (3) SINGLE YEAR TERMS**

**ISSUE:**

Approve a professional services agreement with Mariposa Landscapes, Inc. for landscape maintenance and irrigation services at various City Facilities for the term of July 1, 2023, through June 30, 2025, in the amount of \$435,552.24 with the option to extend for three (3) single year terms.

**RECOMMENDATIONS:**

That the City Council:

1. Approve the agreement for landscape maintenance and irrigation repair services for the term of July 1, 2023, through June 30, 2025, in the amount of \$435,552.24 with the option to extend for three (3) single year terms; and
2. Authorize the City Manager, or designee, to execute the Agreement with Mariposa Landscapes, Inc., including making minor and non-substantive changes, and future extensions.

**BACKGROUND:**

On January 10, 2023, City Council approved a temporary agreement with Brightview Landscape Services, Inc. for Landscape Maintenance Services Agreement at various City Facilities for the term of January 1, 2023, through June 30, 2023.

On December 21, 2022, PRCSD issued Request for Proposals (RFP) No. 2255, seeking new contractors for Landscape Maintenance Services Agreement at various City Facilities. Fifteen companies attended the mandatory proposer's conference on January 1, 2023, and the City

received eleven proposals. The proposals were reviewed by the Purchasing Division staff and determined to be responsive.

**DISCUSSION:**

All proposals were evaluated by the RFP evaluation committee comprised of PRCSD and Purchasing Division staff for format and content, including Approach and methodology, experience, professional references, qualifications, and pricing.

Proposals received are summarized as follows:

**Table 1 – Summary of Proposals**

<b>Scoring Rank</b>	<b>Proposer</b>
<b>1</b>	BrightView Landscape Services
<b>2</b>	Mariposa Landscapes, Inc.
<b>3</b>	Merchants Landscape Services, Inc.
<b>4</b>	Pacific Coast Landscape & Design, Inc.
<b>5</b>	Priority Landscape Services, LLC
<b>6</b>	Inland Empire Landscape, Inc.
<b>7</b>	Azteca Landscape
<b>8</b>	RP Landscape & Irrigation
<b>9</b>	Stay Green Inc
<b>10</b>	Colts Landscape Inc
<b>11</b>	Tapia Landscaping

The evaluation committee invited the top four highest scoring vendors to an interview and make a formal presentation before the selection committee.

Contract negotiations were undertaken with the top ranked proposers and Mariposa Landscapes Inc. met the Department’s terms and allocated budget for the contract. These negotiations resulted in the attached landscape maintenance contract, covering the period of July 1, 2023 – June 30, 2025. Under the agreement, Mariposa Landscapes, Inc., will provide landscape maintenance services at sites listed in the following table.

<b>Item Number</b>	<b>Location</b>
<b>1</b>	Acorn CNG Station 599 Acorn Street.
<b>2</b>	Cheech Marin Center 3581 Mission Inn Avenue
<b>3A</b>	Corporation Yard 8095 Lincoln Avenue
<b>3B</b>	Corporation Yard 8095 Lincoln Avenue (Quarterly Weed Abatement)
<b>4</b>	Fox Theater 3801 Mission Inn Avenue
<b>5</b>	Arlanza Library 8267 Philbin Avenue
<b>6</b>	Arlington Library 9556 Magnolia Avenue

7	Casa Blanca Library 2985 Madison Avenue
8	La Sierra Library 4600 La Sierra Avenue
9	Main Library 3900 Mission Inn Avenue
10	Marcy Library/Park Admin 6927 Magnolia Avenue
11	Casa Blanca Customer Resource Center 3025 Madison Avenue
12A	Emergency Operations Center 8095 Lincoln Avenue
12B	Emergency Operations Center 8095 Lincoln Avenue (Quarterly Weed Abatement)
13	Downtown Police Station 4102 Orange Street
14A	Lincoln Street Police station 8181 Lincoln Avenue
14B	Lincoln Street Police station 8181 Lincoln Avenue (Quarterly Weed Abatement)
15A	Magnolia Police Station 10540 Magnolia Avenue (Police Station area)
15B	Magnolia Police Station 10540 Magnolia Avenue (General Shopping Center area)
16	Riverside Police Aviation Unit 7030 Central Avenue
17	Access Center 2880 Hulen Place

The Purchasing Manager concurs that the recommended actions are compliant with Purchasing Resolution 23914.

**STRATEGIC PLAN ALIGNMENT:**

This item contributes to **Strategic Priority 1 – Arts, Culture and Recreation** and **Goal 1.3** in addressing parks and open space maintenance needs.

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

1. **Community Trust** – Well-maintained city facilities serve the public interest, benefit the City’s diverse populations, and result in greater public good.
2. **Equity** – Well-maintained facilities are accessible to the public for use and contribute to public safety.

- 3. **Fiscal Responsibility** – Continuous landscape maintenance is fiscally prudent, as it is more costly to restore facility landscape to adequate conditions due to overgrowth.
- 4. **Innovation** – This item is neutral towards this Cross-Cutting Thread.
- 5. **Sustainability & Resiliency** – Landscape maintenance preserves the beautification and maintenance of facilities for future use.

**FISCAL IMPACT:**

The total fiscal impact of the two-year agreement is \$435,552.24 with a 10% change order authority in the amount \$43,555.23 for a total of \$479,107.47. Irrigation repairs will be charged to accounts as needed. The table below identifies the locations and accounts:

<b>Fund</b>	<b>Program</b>	<b>Account</b>	<b>Amount</b>
General Fund	GS-Building Service, Professional Svcs	2210000-421000	\$34,826.80
	N/D-Magnolia, Professional Svcs	7222000-421000	\$4,316.16
	Library Admin, Professional Svcs	5130000-421000	\$64,478.66
	PRCS-Parks, Professional Svcs	5215000-421000	\$2,992.38
	Fire Special Svcs, Professional Svcs	3515000-421000	\$8,711.64
	PD-Admin, Professional Svcs	3105000-421000	\$52,872.12
	Homeless Svcs – Building Maintenance	2855304-424130	\$8,632.32
Central Garage	Central Garage, Professional Svcs	2215000-421000	\$9,075.24
Cheech	Landscaping Services	2255000-421203	\$5,754.84
Entertainment	Fox Theater, Professional Svcs	2880000-421000	\$2,158.08
Electric	RPU Admin, Professional Svcs	6000010-421000	\$23,957.88
<b>Total FY 2023/24</b>			<b>\$217,776.12</b>
<b>Two-Year Agreement Total</b>			<b>\$435,552.24</b>

Prepared by: Pamela M. Galera, Parks, Recreation and Community Services Director  
 Certified as to Availability of funds: Edward Enriquez, Assistant City Manager/Chief Financial Officer  
 Approved by: Kris Martinez, Assistant City Manager  
 Approved as to form: Phaedra A. Norton, City Attorney

Attachment: Agreement for Annual Landscape Maintenance at Various City Facilities