



City Council Memorandum

City of Arts & Innovation

TO: HONORABLE MAYOR AND CITY COUNCIL **DATE: JUNE 18, 2024**

FROM: PARKS, RECREATION AND COMMUNITY SERVICES DEPARTMENT **WARDS: 1, 2, 4 AND 6**

SUBJECT: FIRST AMENDMENT TO AGREEMENT WITH BRIGHTVIEW LANDSCAPE SERVICES, INC., FOR MOWING AND EDGING SERVICES AT VARIOUS CITY PARKS TO INCREASE IN THE AMOUNT OF \$156,672; PLUS, A CHANGE ORDER AUTHORITY OF 15% IN THE AMOUNT OF \$23,500 FOR A TOTAL CONTRACT AMOUNT OF \$724,720 FOR SERVICES THROUGH JUNE 30, 2025.

ISSUE:

Approve the First Amendment to Agreement for Mowing and Edging services at Bobby Bonds, Bordwell, Bryant, Carlson, El Dorado, Fairmount, and Villegas Park with BrightView Landscape Service, Inc. increasing the agreement in the amount of \$156,672; and a change order authority of 15% in the amount of \$23,500 for a total contract amount of \$724,720 for services through June 30, 2025.

RECOMMENDATIONS:

That the City Council:

1. Approve the First Amendment agreement with BrightView Landscape Services, Inc. for landscape services to extend the contract term through June 30, 2025, and increase the compensation during the extended term by an additional amount of \$156,672, for a total contract amount of \$724,720;
2. Approve updated 15% change order authority in the amount of \$23,500 for a total amount not to exceed \$180,172 for the remaining year term of the agreement from July 1, 2024, and ending June 30, 2025; and
3. Authorize the City Manager, or designee, to execute the Agreement with BrightView Landscape Services, Inc., including making minor and non-substantive changes and to extend the term for up to one additional one-year period, subject to the same terms and conditions and availability of funds.

BACKGROUND:

On December 31, 2019, the agreement for weekly mowing and edging services at city parks expired.

On November 10, 2020, Council approved a piggyback agreement per RFP No.1863 with Inland Empire Landscape, Inc., for a total of seven months.

On September 17, 2021, staff released RFP No. 2107 through the Planet Bids bidding portal. The Request for Proposal allows City staff to find a suitably qualified vendor to provide these services. A total of 29 prospective proposers downloaded the RFP. Five companies attended the non-mandatory job walk and on October 14, 2021, and the City received eight proposals for the Mow and Blow park landscape maintenance. The proposals were evaluated by the Purchasing Division staff, and all were determined to be responsive.

On March 8, 2022, Council approved an eight-month extension to the agreement with Inland Empire Landscape, Inc. Staff anticipated to release and complete the RFP during the interim services, however due to the unforeseen circumstances resulting from the COVID-19 pandemic and limited staffing, the department was not able to complete the RFP.

On June 21, 2022, City Council approved the Professional Services agreement with BrightView Landscape Services, Inc. in the amount of \$284,024 with a 15% change order authority of \$42,603.60 for the term of July 1, 2022, through June 30, 2024.

DISCUSSION:

Staff recommends approval of the agreement with BrightView Landscape Services Inc., to provide weekly mowing and edging services at the following sites: Bobby Bonds, Bordwell, Bryant, Carlson, El Dorado, Fairmount and Villegas Parks. This will cover the period of July 1, 2022, to June 30, 2024, with the option to extend the agreement for three additional 1-year terms.

On September 17, 2021, RFP No. 2107 was posted on PlanetBids and proposals were received on October 14, 2021.

To evaluate the proposals received, an RFP evaluation committee comprised of Parks, Recreation and Community Services staff was formed. The RFP evaluation committee evaluated each proposal based on the following criteria: Approach and Methodology, Experience, Professional References, Qualifications, and Pricing.

Proposals received are summarized as follows:

Table 1 - Summary of Proposals:

Scoring Rank	Proposer	Location	Fixed Bid
1	BrightView Landscape Services, Inc.	Riverside	\$284,024
2	Inland Empire Landscape, Inc.	San Bernardino	\$330,512
3	Mariposa Landscapes, Inc	Irwindale	\$431,184
4	Pacific Coast Landscape &Design, Inc	Riverside	\$237,000
5	RP Landscape & Irrigation	San Bernardino	\$333,025
6	Greentech Landscape Inc	Whittier	\$248,560
7	Priority Landscape Services, LLC	Anaheim	\$266,760
8	Five Star Landscape Maintenance	Riverside	\$477,750

During the initial review of proposals, the RFP evaluation committee identified three top candidates for the project: BrightView Landscape Services, Inc., Inland Empire Landscape, Inc.,

and Mariposa Landscape, Inc. However, while the two additional proposals from the Inland Empire Landscape, Inc. and Mariposa Landscape, Inc. met the minimum requirements to be deemed responsive and scored well on the various criteria elements, their respective proposals scored significantly lower overall due to the RFP evaluation committee's determination that the vendors did not demonstrate a clear understanding of the experience, approach, and methodology of the work the project requires.

As such, the RFP evaluation committee conducted interviews on January 20, 2022, with BrightView Landscape Services, Inc., Inland Empire Landscape, Inc., and Mariposa Landscape, Inc. After interviews, careful review, and re-scoring of the proposals based on the noted scoring criteria, the RFP evaluation committee concluded that the BrightView Landscape Services, Inc. proposal was the most qualified submittal.

Table 2 - Pricing Breakdown

Location	Weekly Price	Annual Price (x52 weeks)
Bobby Bonds Park	\$210.12	\$10,926.24
Bordwell Park	\$667.62	\$34,716.24
Bryant Park	\$426.42	\$22,173.84
Carlson Park	\$75.19	\$3,909.88
El Dorado Park	\$280.16	\$14,568.32
Fairmount Park	\$988.80	\$51,417.60
Villegas Park	\$364.62	\$18,960.24
TOTAL Annual Cost		\$156,672.36

Purchasing Resolution No. 24101, Section 1104 states that Awarding entity approval is required when a change order cumulatively exceeds the following: "c) 10% of the original contract price for Contracts and/or Purchase Orders previously approved by the Awarding Entity and the total Change Order amount will not exceed \$150,000", and "d) A Contract amendment which extends the term of the agreement beyond one year of the original expiration date."

The Purchasing Manager concurs that the recommendation to approve is in compliance with Purchasing Resolution No. 24101, Section 1104 (c) and (d).

STRATEGIC PLAN ALIGNMENT:

The agreement with BrightView Landscape, Inc. aligns with **Strategic Priority 1 - Arts, Culture and Recreation** and **Goal 1.3** - addressing parks and open space maintenance needs.

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

1. **Community Trust** - Well maintained parks serve the public interest, benefit the City's diverse populations, and result in greater public good.
2. **Equity** - Well maintained parks make parks accessible to the public for use and contribute to public safety when utilizing parks.
3. **Fiscal Responsibility** - Continuous landscape maintenance is fiscally prudent,

as it is more costly to restore parks to adequate condition due to overgrowth.

4. **Innovation** - The Agreement ensures that parks are maintained and continue to be utilized for various community needs.
5. **Sustainability & Resiliency** - Landscape maintenance preserves parks ensuring they are maintained and preserved for future use.

FISCAL IMPACT:

The total fiscal impact for the one-year term of this amendment is \$180,172. Funds are budgeted and available in the General Fund, Parks & Recreation-Parks, Neighborhood Maintenance Contract expenditure account number 5215000-421204.

Prepared by: Jorge Rocha, Administrative Analyst
Approved by: Pamela M. Galera, Parks, Recreation and Community Services Director
Certified as to
availability of funds: Kristie Thomas, Finance Director/Assistant Chief Financial Officer
Approved by: Kris Martinez, Assistant City Manager
Approved as to form: Phaedra A. Norton, City Attorney

Attachment: First Amendment to Professional Services Agreement