



*City of Arts & Innovation*

# City Council Memorandum

TO: HONORABLE MAYOR AND CITY COUNCIL DATE: MAY 7, 2024

FROM: PUBLIC WORKS DEPARTMENT WARD: 2

SUBJECT: **THIRD AMENDMENT TO AGREEMENT FOR LANDSCAPE MAINTENANCE SERVICES FOR LANDSCAPE AND GENERAL OUTSIDE MAINTENANCE SERVICES FOR SYCAMORE HIGHLANDS LANDSCAPE MAINTENANCE DISTRICT AND CANYON SPRINGS/CANYON CROSSINGS BUSINESS DISTRICT WITH GREENTECH LANDSCAPE, INC., OF WHITTIER, CALIFORNIA, IN THE AMOUNT OF \$165,385.99, WHICH INCLUDES A 10% CONTINGENCY, FOR A ONE-YEAR TERM FROM JULY 1, 2024 THROUGH JUNE 30, 2025, FOR A TOTAL CONTRACT AMOUNT OF \$916,742.36**

## **ISSUE:**

Approve a Third Amendment to the Landscape Maintenance Services Agreement for Landscape and General Outside Maintenance Services for Sycamore Highlands Landscape Maintenance District and Canyon Springs/Canyon Crossings Business District with Greentech Landscape, Inc., of Whittier, California, in the amount of \$165,385.99, which includes a 10% contingency in the amount of \$15,035, for vandalism, theft, and/or decay, for a one-year term from July 1, 2024 to June 30, 2025, for a total contract amount of \$916,742.36.

## **RECOMMENDATIONS:**

That the City Council:

1. Approve a Third Amendment to the Landscape Maintenance Services Agreement with Greentech Landscape, Inc., of Whittier, California for Landscape and General Outside Maintenance Services for Sycamore Highlands Landscape Maintenance District and Canyon Springs/Canyon Crossings Business District, in the amount of \$165,385.99, which includes a 10% contingency in the amount of \$15,035, for vandalism, theft, and/or decay, for a one-year term from July 1, 2024 to June 30, 2025, for a total contract amount of \$916,742.36; and
2. Authorize the City Manager, or designee, to execute the Agreement, including making minor and non-substantive changes.

## **BACKGROUND:**

On March 7, 2019, the City issued Request for Proposal No. 1908 for Landscape and General Outside Maintenance Services for the Sycamore Highlands Landscape Maintenance District and the Canyon Springs /Canyon Crossings Business District. The area consists of various

landscapes in the medians and parkways along parts of Faire Isle Drive, Lockmoor Drive, Sycamore Canyon Boulevard, Rowan Drive, Kirkmichael Drive, Campus Parkway, Canyon Park Drive, Canyon Springs Parkway, Corporate Center Place, Day Street, Gateway Drive, Valley Springs Parkway, and Eucalyptus Avenue.

In response to the RFP, seven proposals were received and evaluated by an internal review panel consisting of staff from several different City departments. The proposal from Greentech Landscape, Inc. (GTL), was responsive and determined to be the most qualified. GTL is a full-service commercial landscaping contractor based in Whittier, California, that has been providing services throughout Southern California for more than 30 years.

On June 18, 2019, the City Council awarded the contract to GTL for a three-year term from July 1, 2019 through June 30, 2022 and a compensation amount of \$443,495.

On July 20, 2022, a First Amendment was executed to increase compensation by \$157,510.47 and extend the contract through June 30, 2023.

On June 14, 2023, a Second Amendment was executed to increase compensation by \$150,350.90 and extend the contract through June 30, 2024.

### **DISCUSSION:**

To maintain fiscal stability in an unpredictable environment, the City's Finance Department has considered contract extensions if a vendor agrees to maintain current pricing at the level of services throughout the extended term. The Public Works Department is satisfied with the performance of GTL and successfully negotiated with GTL to hold their prices for one additional year. This extension will enable the Public Works Department to provide the same level of tree trimming services to the community for another year.

Purchasing Resolution 24101 Section 702(h) allows for an exception to competitive procurement: "When Services, except for Professional 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 the best interests of the City to do so."

The Purchasing Manager concurs that the recommendations comply with Purchasing Resolution 24101 Section 702(h).

### **STRATEGIC PLAN ALIGNMENT:**

This item supports **Strategic Priority 4 – Environmental Stewardship** and **Goal 4.5 - Maintain and conserve 30% of Riverside's natural lands in green space including, but not limited to, agricultural lands and urban forests in order to protect and restore Riverside's rich biodiversity and accelerate the natural removal of carbon, furthering our community's climate resilience.**

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

1. **Community Trust** – Management of the city's urban forest and landscapes benefit all city

residents, businesses and visitors by helping to remove gaseous air pollutants and sequestering carbon.

2. **Equity** – Approval of this action benefits all who live near or travel through the Public Works Department South Quadrant maintenance area.
3. **Fiscal Responsibility** – Maintaining City-owned landscapes and their infrastructure supports Public Works' efforts to minimize inefficiencies and maximize reliability.
4. **Innovation** – This item is neutral towards this cross-cutting thread .
5. **Sustainability & Resiliency** – Planting water wise plants and ensuring the proper operation of irrigation controllers are just two of the ways Public Works sustainably and efficiently manages the city's water resources and green spaces.

### **FISCAL IMPACT:**

The total fiscal impact of the one-year extension is \$165,385.99 which includes a 10% contingency in the amount of \$15,035. Sufficient funds are budgeted and available in the General Fund, Urban Forestry & Landscape, Landscape Maintenance account 4110110-421203.

Prepared by:	Robert Filiar, Urban Forestry Manager
Approved by:	Gilbert Hernandez, Public Works 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: Third Amendment to Agreement