



# City of Rialto

## Legislation Details (With Text)

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**Title:** Request City Council to Approve the Third Amendment to the Contract Services Agreement with Inland Empire Landscape, Inc., a California Corporation, for Landscape and Grounds Maintenance Services for Fiscal Year 2016/2017 in the Amount of \$835,856.01.  
(ACTION)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Attachment 1 - CSA, 2. Attachment 2 - Amendment No 1, 3. Attachment 3 - Amendment No 2, 4. Attachment 4 - Third Amendment

Date	Ver.	Action By	Action	Result
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For City Council Meeting [July 12, 2016]

TO: Honorable Mayor and City Council

APPROVAL: Michael E. Story, City Administrator

FROM: Robert G. Eisenbeisz, P.E., Public Works Director/City Engineer

Request City Council to Approve the Third Amendment to the Contract Services Agreement with Inland Empire Landscape, Inc., a California Corporation, for Landscape and Grounds Maintenance Services for Fiscal Year 2016/2017 in the Amount of \$835,856.01.

**(ACTION)**

### **BACKGROUND:**

The Public Works Department coordinates landscape and grounds maintenance of landscaped parkways and medians, at City parks, and at various City facilities.

Specifically, landscape and grounds maintenance services are required at the City's two Landscape Maintenance Districts (LMD's) No. 1 and No. 2 with various annexation areas of parkways and medians. LMD No. 1 consists of approximately: 23 acres of turf; 14 acres of ground cover; 3,700 trees; and 24 acres of hard scape (for 61 acres total maintained areas). LMD No. 2 consists of approximately: 0.30 acres of turf; 9 acres of ground cover; 625 trees; and 4.5 acres of hard scape (for 13.5 acres total maintained areas).

Landscape and grounds maintenance services are also required at the City's nine public parks consisting of approximately 100 acres of landscaped areas to be maintained, including janitorial

services at the 27 public restrooms located within the following nine City parks:

- Andreson Park, 726 South Lilac Avenue
- Birdsell Park, 2611 North Linden Avenue
- Bud Bender Park, 300 North Lilac Avenue
- Fergusson Park, 2395 West Sunrise Avenue
- Flores Park, 1020 West Etiwanda Avenue
- Frisbie Park, 1901 North Acacia Avenue
- Jerry Eaves Park, 1485 North Ayala Avenue
- Margaret Todd Park, 201 North Willow Avenue
- Rialto City Park, 130 East San Bernardino Avenue

The City requires landscape and ground maintenance services at the following City facilities with approximately 15 acres of landscaped areas:

- Civic Center Campus, 150 S. Palm Ave.
- Public Works Building, 335 W. Rialto Ave.
- Public Works Maintenance & Operations, 246 S. Willow Ave.
- Police Station, 128 North Willow Avenue
- Police Annex - Property Facility, 429 West Rialto Avenue
- Metrolink Station, 261 South Palm Avenue
- Fire Station 202, 1700 North Riverside Avenue
- Fire Station 203, 1550 North Ayala Avenue
- Fire Station 204, 3288 North Alder Avenue
- Cemetery, 200 North Willow Avenue
- Cedar (Water) Reservoir, 2610 N. Cedar Avenue
- Easton (Water) Reservoir, 140 West Easton Avenue

On October 8, 2013, the City Council awarded a Contract Services Agreement (“CSA”) to Inland Empire Landscape, Inc. A copy of the CSA is included as **Attachment 1**. Pursuant to Section 4 of the CSA, the initial term was for eight months commencing on November 1, 2013, through June 30, 2014, with four optional one year extensions. On June 10, 2014, the City Council approved the First Amendment to the CSA for services from July 1, 2014 to June 30, 2015. A copy of Amendment No. 1 is included as **Attachment 2**. The Second Amendment was approved by Council on June 23, 2015, to provide services for the 2015/2016 fiscal year and is included as **Attachment 3**.

### **ANALYSIS/DISCUSSION:**

In accordance with the Second Amendment, the CSA with Inland Empire Landscape expires on June 30, 2016. Throughout the duration of the current amendment, Inland Empire Landscape has provided the following services.

- Provide full landscape maintenance to approximately 84 Acres of turf, G.C./ Planters 7 Acres and hardscape 36 Acres
- Provide full park restroom maintenance to approximately 27 restrooms daily, seven days per week and emptied daily approximately 220 trash cans and replaced liners
- All play and sport equipment is inspected for vandalism, safety hazards, and service daily. Deficiencies are reported in writing immediately to the City’s Inspector

- Green Waste Disposal - Responsible for recycling all “Green Waste” generated from performance
- Disease and Pest Control - provided complete control of all plant pests and/ or diseases
- Vines are trimmed as required for safety, disease, general containment or appearance, or as directed by the City’s Inspector
- Assist the city with irrigation system repairs for all areas maintained within Landscape Maintenance District No. 1 and No. 2, and for the ten (10) various parkways and Medians exclusive of Landscape Maintenance District No. 1 and No.2
- Coordinate with city staff, to meet desired needs to help reduce work load.
- Guarantee proper coverage and full working capability, make whatever adjustments may be necessary to prevent overspray or excessive runoff into street right-of ways or other areas not meant to be irrigated.
- Prompt to repair mainline irrigation breaks within two (2) hours of identification or notification
- All other irrigation repairs are made within one (1) day of identification or notification.
- Provide efficient water conservation by turning off all irrigation systems, during periods of rainfall, and times when suspension of irrigation is desirable, to conserve water while remaining within the guidelines of good horticulturally acceptable maintenance practices. Notify the city’s Inspector once systems are turned off.
- Supported the City of Rialto with a special community events project such as “Earth Day”, tree planting, and Rialto family festival.
- Installed landscape drip irrigation system in turf areas on Riverside Ave North of 210 Freeway, and converted turf areas into drought tolerant landscape for water conservation purposes. Turf removal improvement at North Riverside Avenue medians
- Weed Spraying on City streets

The contractor cooperated with the City in implementing its street turf removal program in response to the mandated reduction in water consumption by adjusting the cost for the converted areas. The turf conversions resulted in modifications to the contractor’s scope of work, replacing mowing with weed control and trash removal at the same frequency as mowing along with routine inspection of the modified irrigation systems. The resulting savings was applied to the cost of spraying weeds on City streets.

Staff has been satisfied with the contractor’s performance and recommends that the City Council approve a Third Amendment to the CSA with Inland Empire Landscape, Inc., to exercise the third of the City’s optional one-year extensions for Citywide Landscape and Grounds Maintenance Services for Fiscal Year 2016/2017 beginning July 1, 2016 through June 30, 2017.

Pursuant to Section 2 of the CSA, the original bid prices are subject to a percentage increase based upon the United States Bureau of Labor Statistics Consumer Price Index “All Urban Consumers for Los Angeles, Riverside and Orange County, CA (CPI)” for the most recent twelve (12) months for which statistics are available. The most recent statistics establish the CPI adjustment at 2.0% over the prior bid prices.

Additionally, the City annexed the following additional landscape maintenance area into LMD No. 2, effective Fiscal Year 2016/2017:

- PPD 2290 Caprock Partners (Linden/Casmalia St.)

A one-year warranty period will expire during the next fiscal year, after which the City will assume responsibility for landscape maintenance. Additional costs for the landscape maintenance services are recovered through the special assessments levied in LMD No. 2.

Staff has prepared the Third Amendment to the CSA with Inland Empire Landscape, Inc. to accomplish the following:

- Exercise the third annual extension of the CSA, extending the term through June 30, 2017.
- Incorporate additional landscape maintenance areas annexed into LMD No. 2 effective for the 2016/2017 Fiscal Year.
- Adjust FY16 contract prices by 2.0% pursuant to Section 2 of the CSA.
- Incorporate an allowance of \$150,000 to perform certain scheduled landscape improvement projects within LMD No. 1 for \$50,000 and LLMD No. 2 for \$100,000 to perform needed upgrade in the districts that are not routine maintenance.

The proposed Third Amendment included as **Attachment 4** reflects changes in the contract because of the City's efforts to replace turf at medians and other City facility locations. As the turf replacement occurs, staff will work with IE Landscape to modify their scope of work accordingly.

The table below shows the prior contract years and their corresponding contract amounts.

Fiscal Year	2013/2014	2014/2015	2015/2016
Contract Price	\$367,570.16	\$668,720.44	\$799,087.05

#### **ENVIRONMENTAL IMPACT:**

Approval of the Third Amendment to the Contract Services Agreement is not a "Project" as defined by the California Environmental Quality Act (CEQA). Pursuant to Section 15378(a), a "Project" means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. According to Section 15378(b), a Project does not include: (5) Organizational or administrative activities of governments that will not result in direct or indirect physical changes in the environment.

#### **GENERAL PLAN CONSISTENCY:**

This action is consistent with Guiding Principle 3A in the General Plan:

*Our City government will lead by example, and will operate in an open, transparent, and responsive manner that meets the needs of the citizens and is a good place to do business.*

In addition, approval of this action complies with the following City of Rialto General Plan Goal:

**Goal 2-27:** Provide a variety of park facilities that meet the diverse needs and interest of the community.

#### **LEGAL REVIEW:**

The City Attorney has reviewed and approved the staff report, and the Third Amendment to the Contract Services Agreement.

**FINANCIAL IMPACT:**

Budget is available in the accounts as listed below for Citywide Landscape and Grounds Maintenance Services for fiscal year 2016/2017:

Account Name	Account No	Amount
General Fund Parks Maintenance	010-500-7304-201	\$425,000.00
Landscape Maintenance District No. 1	025-500-7680-201	\$190,000.00
Landscape Maintenance District No. 2	024-500-7670-201	\$78,000.00
Landscape Maintenance District No. 1	025-500-7680-202	\$100,000.00
Landscape Maintenance District No. 2	024-500-7670-202	\$50,000.00
<b>TOTAL</b>		<b>\$843,000.00</b>

The routine landscape and grounds maintenance with Inland Empire Landscape for fiscal year 2016/2017 is \$685,855.95 plus an additional \$150,000 for scheduled landscape improvements for a total contract amendment of \$835,856.01.

The vendor will submit a Business license application and pay a Business License tax at the Professional Service rate in the amount of \$879.00 prior to execution of the Professional Service Agreement.

**RECOMMENDATIONS:**

Staff recommends that the City Council Approve the Third Amendment to the Contract Services Agreement with Inland Empire Landscape, Inc., a California corporation, for Landscape and Grounds Maintenance Services for fiscal year 2016/2017 at a total cost of \$835,856.01.