



City of Rialto

Legislation Details (With Text)

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Title: Request City Council to Approve a First Amendment to the Contract Services Agreement with Inland Empire Landscape, Inc., a California Corporation, in the Amount of \$774,433 for Landscape and Grounds Maintenance Services for Landscape Maintenance District 1, Landscape Maintenance District 2, Medians and Parkways for Fiscal Year 2019/2020.
(ACTION)

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Attachments: 1. ATT 1 CSA IE Landscape 9.25.18.pdf, 2. ATT 3 Disclosure Form.pdf, 3. ATT 2 first amendment IE Landscape Fred MU.pdf

Date	Ver.	Action By	Action	Result
8/13/2019	1	City Council		

For City Council Meeting [August 13, 2019]

TO: Honorable Mayor and City Council

APPROVAL: Rod Foster, City Administrator

FROM: Sean Grayson, Acting Public Works Director

Request City Council to Approve a First Amendment to the Contract Services Agreement with Inland Empire Landscape, Inc., a California Corporation, in the Amount of \$774,433 for Landscape and Grounds Maintenance Services for Landscape Maintenance District 1, Landscape Maintenance District 2, Medians and Parkways for Fiscal Year 2019/2020.

(ACTION)

BACKGROUND

The Public Works Department coordinates landscape and grounds maintenance of landscaping in street parkways, medians, Landscape Maintenance District (LMD) 1, LMD2, City parks, and at various City facilities.

Specifically, landscape and grounds maintenance services are required for the City's LMD1 and LMD2, which include various street parkways and medians. The scope of work for LMD1 consists of 20 acres of turf; 17 acres of ground cover; 3,700 trees; and 24 acres of hardscape totaling 61 acres of maintained landscape. LMD2 consists of 0.3 acres of turf; 13.5 acres of ground cover; 785 trees; and 8.5 acres of hardscape totaling 22.3 acres of maintained landscape.

The scope of work also includes landscape maintenance of 11 various areas of parkway and/or medians not included in the LMD1 and 2 areas, consisting of 18 acres of bike trail, and various other

omitted parkways and medians.

On October 8, 2018, the City Council awarded a Contract Services Agreement (“CSA”) to Inland Empire Landscape, Inc. for Landscape Maintenance Services on street medians and parkways (LMD1, LMD2, and Non-LMD). Pursuant to Section 3.4 of the CSA, the initial term was for eight (8) months commencing on November 1, 2018, through June 30, 2019, with four optional one (1) year extensions. The contract amount was \$478,696.00.

A copy of the CSA between the City of Rialto and Inland Empire Landscape, Inc. is included as **Attachment 1**.

ANALYSIS/DISCUSSION

Under the CSA, Inland Empire Landscape, Inc. has accomplished the following:

- Provided full landscape maintenance to approximately 84 Acres of turf, 7 acres of Ground Cover/ Planters and 36 acres of hardscape areas.
- Green Waste Disposal - Responsible for recycling all “Green Waste” generated by their work.
- 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 Parks Maintenance staff.
- Assisted the City with irrigation system repairs for all areas maintained within LMD1 and LMD2, and for the ten (10) various parkways and Medians not included in both LMD’s.
- Guaranteed proper coverage and full working capability of irrigation systems, making adjustments as necessary to prevent overspray or excessive runoff into streets or other areas not meant to be irrigated.
- Repairs to 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.
- Assisted the City with special community events projects such as “Earth Day”, tree planting, and Rialto Family Festival.
- Coordinated with City staff to meet desired landscaping and weed abatement needs. Also provided cost estimates for future weed abatement.

The Contract Services Agreement (CSA) expired on June 30, 2019. Staff has been satisfied with the contractor’s performance and recommends that the City Council approve the First Amendment to the CSA with Inland Empire Landscape, Inc., exercising the first of the City’s four (4) optional one (1) year extensions for LMD1, LMD2, Medians and Parkway Landscape and Grounds Maintenance Services for Fiscal Year 2019/2020 beginning July 1, 2019 through June 30, 2020.

The Contract is subject to an annual inflationary adjustment based upon the change in the United States Bureau of Labor Statistics Consumer Price Index for “All Urban Consumers for Los Angeles, Riverside and Orange County, CA (CPI)” using the most recent twelve (12) months for which statistics are available. The most current statistics indicate a CPI increase of 2.9% (May 2018 - May 2019).

Additionally, the following additional landscape maintenance areas have been annexed into LMD2, effective Fiscal Year 2019/2020:

- PPD 1360 - Walmart Supercenter, Riverside Avenue Medians
- PPD 2017 - Renaissance Shopping Center, SS & SWC Ayala Drive and Renaissance Parkway
- PPD 2017-76 - CDRE Warehouse, W/S Alder Avenue across Miro Way
- PPD 2400 - Shaw Properties, NEC Baseline Road and Alder Avenue
- PPD 2409 - Prologist Bldg. 7, 2602 Locust Avenue
- PPD 2428 - Amazon Bldg. 5 E & W/S of Parkway between Linden and Locust Avenues
- PPD 2434 - Prologist Bldg. 5, 1495 N. Tamarind Avenue
- PPD 2435 - Tract 20009, Single Family, SWC Bloomington and Willow Avenues
- PPD 2444 - Crestwood Corporation, 653 S. Cactus Avenue
- PPD 2453 - Renaissance Parkway/Medians west of Alder Avenue
- PPD 2460 - I210 Logistics Center IV, NEC Walnut and Alder Avenues
- PPD 2502 - I210 Logistics Center III, NEC Baseline Road and Alder Avenue
- PPD 2503 - Amazon Bldg. 6 E & W/S of Parkway between Linden and Locust Avenues

The one (1) year warranty period for these locations will expire during the next fiscal year, after which the City will assume full responsibility for landscape maintenance. Additional costs for the landscape maintenance services are recovered through the special assessments levied in LMD2

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

- Exercise the first annual extension of the CSA, extending the term through June 30, 2020
- Incorporate additional landscape maintenance areas annexed into LMD2 effective the 2019/2020 Fiscal Year
- Adjust contract prices (that are applicable) by the Los Angeles, Riverside and Orange County, CA Consumer Price Index by 2.9%
- Incorporate an allowance of \$110,554 to perform landscape improvement projects. Within LMD1, the budget is \$60,554 and in LMD2, the budget is \$50,000 for enhancement of existing landscape areas. These improvements include installation of drought tolerant plants, turf removal, upgrade of obsolete irrigation systems and installation of hardscape groundcover to minimize water usage.

The proposed First Amendment included as **Attachment 2** reflects the proposed changes in the contract. The contractor's disclosure form is included as **Attachment 3**.

During this fiscal year staff will evaluate the performance of Inland Empire Landscape, assess the potential of assuming some or all of the contracted functions to be performed by City employees, and analyze the scope of LMD work to find additional cost reduction measures. These findings will be reported to the City Council in preparation for the FY20/21 SLD and LMD rate adoption.

ENVIRONMENTAL IMPACT

Approval of the Fourth 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 First Amendment to the Contract Services Agreement.

FINANCIAL IMPACT

Operational Budget Impact

The landscape and grounds maintenance contract with Inland Empire Landscape for Fiscal Year 2019/2020 is subject to a CPI increase of 2.9%. Budget is available in the accounts as listed below for Citywide Landscape and Grounds Maintenance Services for Fiscal Year 2019/2020:

Account Name	Account No	Amount	CPI 2.9%	Total
General Fund (Other Services, Non LMD)	010-500-7304-2011	\$89,820	\$2,608	\$92,428
General Fund (Extra Ordinary, Non LMD)	010-500-7304-2011	\$30,000	N/A	\$30,000
Landscape Maintenance District No. 1 Fund	225-500-7680-2011	\$206,244	\$5,982	\$212,226
Landscape Maintenance District No. 2 Fund	224-500-7670-2011	\$191,484	\$5,554	\$197,038
Landscape Maintenance District No. 2 (New Annexations, 13 locations)	224-500-7670-2011	\$128,461	\$3,726	\$132,187
Landscape Maintenance District No. 1 Fund (Improvements)	225-500-7680-2021	\$60,554	N/A	\$60,554
Landscape Maintenance District No. 2 Fund (Improvements)	224-500-7670-2021	\$50,000	N/A	\$50,000
TOTAL		\$756,563	\$17,870	\$774,433

Capital Improvement Budget Impact

This is an annual maintenance contract for existing infrastructure and has no impact of the Capital Improvement Budget.

Business Licensing

A Business License application and payment of a Business License tax at the Professional Service rate in the amount of \$879 will be paid by the vendor prior to execution of the Professional Service Agreement/Construction Contract/Purchase Order.

RECOMMENDATIONS

Staff recommends that the City Council approve the First Amendment to the Contract Services Agreement with Inland Empire Landscape, Inc., a California corporation, for Landscape and Grounds Maintenance Services for LMD1, LMD2, Medians and Parkways for Fiscal Year 2019/2020 in the total contract amount of \$774,433.