



CITY COUNCIL AGENDA REPORT

MEETING DATE: 6/6/2023

DEPARTMENT: Public Works

SUBJECT:

AWARD OF CONTRACT FOR MEDIANS, PARKWAYS, AND SLOPES
LANDSCAPE MAINTENANCE SERVICES

RECOMMENDED ACTION(S):

1. Award an Agreement for Maintenance Services in the amount of \$4,036,680 to Nieves Landscaping, Inc., of Santa Ana, California for Medians, Parkways and Slopes Landscape Maintenance Services.
 2. Authorize the Mayor to sign, and the City Clerk to attest, the award of contract to Nieves Landscaping, Inc., of Santa Ana, California, substantially in the form attached.
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EXECUTIVE SUMMARY:

The current landscape maintenance contract for medians, parkways and slopes ("MPS") maintenance services expires on June 30, 2023. Therefore, the City Manager authorized staff to issue a Request for Proposals (RFP) for MPS maintenance services. The procurement process is a qualification-based selection process based on a contractor's experience, understanding of the scope of services, proposed personnel, completion of similar projects in a timely manner, and their ability to provide optimal services at an acceptable cost. After a competitive process outlined in the City's Purchasing Guidelines, staff identified the most qualified contractor to provide medians, parkways, and slopes maintenance services. Public works staff recommend the City Council award the attached Agreement for Maintenance Services to Nieves Landscape, Inc. for MPS services ("Agreement") (Attachment 1).

Staff determined Nieves Landscape, Inc. ("Nieves") to be the best qualified and most cost-effective vendor. The term of the Agreement is three-years with two one-year options to extend at the discretion of the City Council. The proposed Agreement with Nieves would begin July 1, 2023. The Agreement includes a compensation amount of \$4,036,680. If approved, staff will propose sufficient funds to cover the costs of the recommended action in the 2023-2025 Operating Budget.

BACKGROUND:

The City has an established program for the maintenance of its medians, parkways, and slopes. Medians, parkways, and slopes are generally common areas located along sidewalks and roadways, as well as open space areas. The work performed under the MPS maintenance contract includes regularly scheduled landscape maintenance, such as weekly turf mowing, managing the City's irrigation system, landscape repairs, graffiti removal, emergency responses, aerating, dethatching, over-seeding all turf grass, tree management, and providing pest and rodent control.

The proposed Agreement includes several material changes to the scope of work in the current contract. It includes a reduction in required maintenance staff, reduced quantities for tree removals, and an increased usage of organic mulch to comply with SB 1383 requirements. The current contract for MPS maintenance is set to expire on June 30, 2023.

DISCUSSION:

On January 31, 2023, the City Manager approved the RFP for Medians, Parkways, and Slopes Maintenance Services and authorized staff to solicit proposals on PlanetBids. The scope of work includes landscape maintenance, irrigation management, infrastructure repairs, and installation of new plant material. The City subsequently received proposals from eight firms shown below:

- Brightview Landscape
- Four Seasons
- Greentech
- Landscape West
- Mariposa
- Merchants
- Nieves
- Real Green

Consistent with the City's Purchasing Guidelines, staff assembled a selection committee approved by the City Manager to review proposals and participate in the interview phase of the selection process. The selection committee was comprised of the following:

- Director of Public Works

- Public Works Maintenance Manager
- Senior Management Analyst (Public Works Department)
- Landscape Administrator
- Assistant to the City Manager

Technical Review and Interview Process

The review process is comprised of three phases: the Technical Review of written proposals, the Qualifications Interview phase, and the cost proposal evaluation. The Purchasing Guidelines require the Selection Committee to review all proposals submitted in response to the RFP. As summarized in Table 1, staff reviewed eight proposals and five firms met the technical criteria and were invited to the interview process.

Table 1: Summary of Technical Review and Qualifications Interview

Firm	Technical Review					Sub-Total	Qualifications Interview					Sub-Total	Pricing Points x 5	Total
	Rater						Rater							
	1	2	3	4	5		1	2	3	4	5			
Nieves	84	92	71	76	77	400	143	139	126	126	135	669	185	854
Landscape West	74	79	71	68	68	360	101	137	119	96	117	570	200	770
Merchants	84	90	68	72	75	389	119	138	102	114	119	592	160	752
Mariposa	78	80	79	77	66	380	112	135	122	126	124	619	110	729
Brightview	74	88	72	73	68	375	97	135	101	110	104	547	105	652
Greentech	47	69	43	51	62	272	No Interview					272	0	272
Real Green	51	73	48	51	62	285	No Interview					285	0	285
Four Seasons	46	67	59	60	55	287	No Interview					287	0	287

During the qualifications interview, Nieves demonstrated its experience, knowledge, and dedication to the landscape services provided for the City's medians, parkways, and slopes. Nieves scored higher than the other firms and was willing to negotiate their costs to be competitive with the lowest submitted cost. Compared to the other proposers, Nieves was better able to articulate their knowledge for providing landscape maintenance services and their desire to meet City expectations through a passion for providing high quality services as a family-owned business.

Cost Proposals

Compensation scoring is based on the contractor's cost proposal, which is made up of monthly landscape services for specified locations, as needed irrigation repairs, and plant material. At the conclusion of the interview process, all firms had the opportunity to submit a last, best, and final cost proposal. Table 2 below describes the initial cost proposal amounts received by each firm that qualified to receive an interview.

Table 2: Medians, Parkways, & Slopes Cost Proposals

Firm	3-Year Cost Proposal
Landscape West	\$4,045,040.25
Nieves Landscape	\$4,329,471.45
Merchants	\$5,050,500.84
Mariposa	\$7,428,492.66
Brightview	\$7,799,364.51

After the analysis of the proposals and costs, staff determined that Nieves was the most qualified contractor for MPS landscape maintenance services. Nieves originally had the second lowest cost proposal. However, after negotiations, Nieves lowered their cost for services to \$4,036,680 which is the lowest cost proposal received. The annual compensation amount for the proposed Agreement with Nieves is \$1,345,560. This annual compensation amount represents a contract cost that is \$139,723.92 higher than the current agreement. This is an increase of approximately 12% from the current agreement, which was entered into in 2017 and never received a Consumer Price Index-based rate increase. The key factors associated with the increase are related to overall inflation, labor costs, fuel costs, environmental regulations, and new State-mandated battery powered equipment requirements. The costs for the proposed three-year Agreement will remain unchanged for the first three years of the term and will not be subject to rate adjustments. Table 3 below describes the final cost and point score demonstrating Nieves as best qualified with the lowest cost proposal.

Table 3: Final Cost Proposals and Scoring

Firm	Final 3-Year Cost Proposal	Final Point Score
Nieves Landscape	\$4,036,680.00	854
Landscape West	\$4,045,040.25	770

In addition to the City of Lake Forest, Nieves is currently providing services for the cities of Laguna Hills, Mission Viejo, Orange, and Temecula. Nieves currently provides landscape services for the passive parks contract and the MPS contract. The staff from each agency contacted as part of the Nieves reference check stated the quality of the company's work has been very good (Attachment 2).

The Finance Department prepared the Agreement with Nieves, which the City Attorney reviewed and approved as to form. The proposed Agreement would be for the traditional three-year initial term with two one-year extensions based on performance and at the City Council's discretion for a not-to-exceed compensation amount of \$4,036,680. Per the City's Purchasing Guidelines, the City Manager may approve additional work not-to-exceed 10% of the original contract amount.

FISCAL IMPACT:

The proposed Agreement with Nieves includes \$4,036,680 in total compensation. The Agreement includes a three-year term ending June 30, 2026, with two optional one-year extensions. If approved, staff will propose sufficient funds to cover the costs of the recommended action in the 2023-2025 Operating Budget.

ATTACHMENTS:

1. Agreement for Maintenance Services with Nieves Landscape, Inc.
2. Contractor Reference Check

Initiated By: Michael McConaha, Public Works Maintenance Manager
Submitted By: Thomas E. Wheeler, P.E., Director of Public Works/City Engineer
Approved By: Debra Rose, City Manager