



STAFF REPORT
6/24/2026

TO: Honorable Mayor and City Council Members

FROM: Gustavo Romo, City Manager

PREPARED BY: Andrew Simmons, P.E., Public Works Director/City Engineer

SUBJECT: Maintenance Services Agreement with Southwest Landscape & Maintenance Inc. in the amount of \$2,080,929.87 for Landscape Maintenance Services Landscape, Lighting and Maintenance Districts 1-40 Project LLMD 2026-01.

STAFF RECOMMENDATION:

Authorize City Manager to execute a Maintenance Services Agreement with Southwest Landscape & Maintenance Inc. in the amount of \$2,080,929.87 for Landscape Maintenance Services Landscape, Lighting and Maintenance Districts 1-40 Project LLMD 2026-01.

EXECUTIVE SUMMARY:

The City published a Request for Proposals (“RFP”) for Landscape Maintenance Services for the Landscape, Lighting and Maintenance Districts 1-40 in April 2026. This RFP closed on May 28, 2026 and the City received Seven proposals. Of the proposals that were received, Five proposals were responsive and evaluated based on the criteria described below. As included in the RFP, the selection criteria used to identify the most qualified Proposer was based upon the highest scoring proposer; scoring was completed based upon a three-member staff selection panel. Each panelist member scored all responsive proposals received per the evaluation criteria established in the RFP:

1. Contractor Information (Including References)
 - 20 Points
2. Proposed Project Work Schedules
 - 25 Points
3. Proposed Facilities, Equipment, Materials, and Staffing Schedule
 - 20 Points
4. Communications, Traffic Safety, and Green Waste
 - 5 Points
5. Cost Proposal
 - 25 Points
6. Completeness, Thoroughness, Clarity, and Neatness of Proposal
 - 5 Points

Based upon these selection criteria, the top ranked proposer selected was Southwest Landscape and Maintenance Inc. The scores for each proposer are reflected below:

Scores	<u>1</u>	<u>2</u>	<u>3</u>		<u>Average</u>
Vintage Associates	93	85	77		85.0
Kirkpatrick Landscaping Services, Inc.	83	68	63		71.3
Southwest Landscape & Maintenance	96	88	81		88.3
Mariposa Landscapes Inc.	83	65	60		63.3
Excel Landscape	87	88	68		81.0

Staff recommends award of the landscape maintenance agreement in an amount not to exceed \$2,080,929.87 (two-year term) to Southwest Landscape and Maintenance, Inc.; the recommended award amount is the two-year contract amount of \$1,664,743.90 plus a 25% contingency to allow for plant replacement and rehabilitation as needed throughout the agreement term. The term for the proposed agreement is from July 1, 2026 – June 30, 2028.

FISCAL IMPACT:

No fiscal impact. The maintenance services have been included in the FY 26/27 budget.

ATTACHMENTS:

1. Maintenance Service Agreement
2. Southwest Landscape and Maintenance Proposal