



**STAFF REPORT**  
**5/14/2025**

**TO:** Honorable Mayor and City Council Members

**FROM:** Maritza Martinez, Public Works Director

**SUBJECT:** Award Amendment No 2 to Vintage Associates Inc for Landscape Maintenance Services for Bagdouma Park Project No. 031623; Amendment No. 2 will award an additional one-year term and increase compensation for the additional term by \$195,262.50.

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**STAFF RECOMMENDATION:**

Award Amendment No. 2 to Vintage Associates Inc for Landscape Maintenance Services for Bagdouma Park Project No. 031623; Amendment No. 2 will award an additional one-year term and increase compensation for the additional term by \$195,262.50.

**EXECUTIVE SUMMARY:**

The City published a Request for Proposals (RFP) for Landscape Maintenance Services for Bagdouma Park Project. This RFP closed on April 24, 2023 and the City received two responses. Based upon the pre-established selection criteria, the top ranked proposer selected was Vintage Associates Inc. On May 10, 2023, the City Council awarded Vintage Associates Inc. a two-year maintenance agreement for Bagdouma Park (\$381,000) and on June 22, 2022 City Council authorized award of Amendment No 1 for repairs to a retention basin at Bagdouma Park (\$45,000).

The RFP terms for this agreement allow for the contract term to be extended for one additional one-year term if agreed upon by both parties. An extended one-year term is recommended by staff and would increase annual compensation for the contract by CPI (2.5%).

Staff recommends award of the proposed Amendment No. 2 for a one-year additional term through July 22, 2026. The proposed Amendment No. 2 also increased compensation for the additional one-year term in the not to exceed amount of \$195,262.50 (includes a 25% contingency for overseeding/plant replacements); the monthly rate would be increasing from \$12,700 to \$13,017.50.

**FISCAL IMPACT:**

The recommended action will not have a negative impact on the budget as these rates were included in the proposed FY 25/26 budget.

Attachment: Proposed Amendment No. 2