



STAFF REPORT
5/10/2023

TO: Honorable Mayor and City Council Members

FROM: Maritza Martinez, Public Works Director

SUBJECT: Award maintenance agreement to Vintage Landscape for Landscape Maintenance Services for Bagdouma Park Project No. 031623.

STAFF RECOMMENDATION:

Award maintenance agreement to Vintage Landscape for Landscape Maintenance Services for Bagdouma Park Project No. 031623.

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. 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 proposals received per the evaluation criteria established in the RFP (total points 100):

- Contractor Information (Including References) – 20 Points
- Proposed Project Work Schedules – 25 Points
- Proposed Facilities, Equipment, Materials, and Staffing Schedule – 20 Points
- Communications, Traffic Safety, Green waste – 5 Points
- Cost Proposal – 25 Points
- Completeness, Thoroughness, Clarity, and Neatness of Proposal – 5 Points

Based upon these selection criteria, the top ranked proposer selected was Vintage Associates Inc. The scores and service amounts submitted by each proposer are listed below:

Scores	<u>1</u>	<u>2</u>	<u>3</u>	<u>Totals</u>
				(Max is 300)
Mariposa Landscape Inc.	82	83	78	243
Vintage Landscape	88	93	91	272

Prices for Services	Annual Amounts
Mariposa Landscape Inc.	\$ 371,280.00
Vintage Landscape	\$ 304,800.00

Staff recommends award of the RFP and corresponding landscape maintenance agreement in an amount not to exceed \$381,000 (two-year term); the recommended award amount is the two-year contract amount of \$304,800 plus a 25% contingency to allow for plant/turf replacement and overseeding as needed throughout the agreement term. The agreement, as identified in the RFP, will have a two-year term. The term for the proposed agreement is from July 23, 2023 – July 22, 2025.

FISCAL IMPACT:

The recommended action will not have a negative impact on the budget. .

Attachment:

Proposed Agreement