



# STAFF REPORT

## CITY of YORBA LINDA

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### PARKS AND RECREATION DEPARTMENT

**DATE:** JUNE 21, 2022

**TO:** HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

**FROM:** MIKE KUDRON, DIRECTOR OF PARKS AND RECREATION  
**PREPARED BY:** BRAD SKEENE, PARKS AND FACILITIES MANAGER

**SUBJECT:** CONTRACT AMENDMENT FOR PARK TURF AND LANDSCAPE MAINTENANCE SERVICES TO MERCHANTS LANDSCAPE SERVICES, INC.

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### **RECOMMENDATION**

It is recommended that the City Council approve a contract amendment for \$201,864, increasing the total not to exceed agreement compensation to \$962,195 from July 1, 2018, to June 30, 2023, unless otherwise approved in writing by the City.

### **BACKGROUND**

Due to the amount of labor needed and capital investment required to be properly equipped to maintain the City's park turf and landscape maintenance areas, this maintenance agreement was structured with a three-year initial term and the flexibility to offer a total of two (2) one-year extensions to create opportunities for long-term relationships. This allows vendors to justify hiring the proper amount of labor and would give the vendor the confidence needed to move forward on the purchase of new equipment, which translates into better service and completion of tasks per schedule.

Per the provisions of the current agreement, Merchants Landscape Services, Inc. would like to extend and amend the current service agreement with the City for the second and final extension of the agreement and has sought no escalation in compensation as is provided for in the original agreement.

Contract extensions are included in the City contract documents in order to allow the City to continue working with high quality contractors once they secure the contract through the competitive bidding process. Merchants Landscape Services, Inc. has provided high quality and responsive service at a reasonable price. During these last few years of industry wide low staffing levels, Merchants Landscape Services, Inc. have been able to meet the city's maintenance expectations as well as perform additional maintenance requirements as they arose. Staff is more than satisfied with the performance of the vendor and desires to extend the agreement.

# **CONTRACT AMENDMENT FOR PARK TURF AND LANDSCAPE MAINTENANCE SERVICES TO MERCHANTS LANDSCAPE SERVICES, INC.**

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The Park Turf and Landscape Maintenance Services areas include turf mowing, turf edging and planter/slope maintenance at Arroyo Park, Brush Canyon Park, Bryant Ranch Sports Fields, Eastside Community Park, Henry “Hank” Wedaa Park, Jean Woodard Park, Mustang Fields, San Antonio Park, Shapell Park, Travis Ranch Youth Park, Veterans Park, Vista del Verde Park and Yorba Linda Middle School Sports Fields.

## **FISCAL IMPACT**

The funds for this agreement extension have been appropriated in the Fiscal Year 2022-2023 operating budget of the Parks and Recreation Department.

## **ALTERNATIVES**

1. Do not approve a contract amendment and provide direction to staff.

## **ATTACHMENTS**

1. Amendment No 1
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