



STAFF REPORT

CITY of YORBA LINDA

PARKS AND RECREATION DEPARTMENT

DATE: MAY 16, 2023

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

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

SUBJECT: AWARD OF CONTRACT FOR PARK TURF AND LANDSCAPE MAINTENANCE SERVICES

RECOMMENDATION

It is recommended that the City Council take the following actions:

1. Award a three-year contract for park turf and landscape maintenance to Merchants Landscape Services, Inc., of Santa Ana, CA in the amount of \$693,000.00 (\$231,000.00 annually) and reject all other bids; and
2. Upon receipt of appropriate documents, authorize the City Manager to execute the contract.

BACKGROUND

On March 30, 2023, staff advertised for formal competitive bids for the Park Turf and Landscape Maintenance Services. The current park turf and landscape maintenance services contract was awarded on July 1, 2018, and the last and final one-year extension to the contract expires on June 30, 2023. The park turf and landscape maintenance services include athletic field turf maintenance, slope/planter bed maintenance, fertilization, turf aerification and cleanup services as well as the potential for as-needed supplement work such as, but not limited to; turf renovation, tree and shrub replacement and ground cover replacement, at the following locations; Arroyo Park, Brush Canyon Park, Bryant Ranch Sports Fields, Eastside Community Park, Jean Woodard Park, Mustang Fields, San Antonio Park, Shapell Park, Travis Ranch Youth Park, Veterans Park, Vista del Verde Park, Yorba Linda Middle School Sports Fields, and Wedaa Park.

DISCUSSION

In accordance with the City's formal competitive purchasing policy, staff published bid notices and requested proposals from qualified firms to propose on the required scope of work. Proposals were received and publicly opened on April 20, 2023, at 9:00 a.m. Five potential firms submitted proposals for the project with the following results:

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<u>Bidder</u>	<u>City</u>	<u>Amount of Annual Bid</u>
1. Merchants Landscape Services, Inc.	Santa Ana, CA	\$ 231,000.00
2. Landscape West Management Services, Inc.	Anaheim, CA	\$ 248,400.00
3. Nieves Landscape, Inc.	Pomona, CA	\$ 299,760.00
4. Orozco Landscape & Tree Co.	Santa Ana, CA	\$ 503,268.84
5. JL Landscape Services, Inc.	Anaheim, CA	\$ 570,000.00

Staff examined the bids received and determined the lowest responsible bidder to be Merchants Landscape Services, Inc., the vendor that currently holds the contract for these services. The licenses and references have been reviewed and verified by staff and all other documents are in order.

FISCAL IMPACT

The three-year agreement amount for the specified base services to be performed by Merchants Landscape Services, Inc. is \$693,000.00 (\$231,000.00 annually). This represents a \$29,136.00 (14.4%) annual increase from the current expenditure. The funds are appropriated in the operating budget of the Parks and Recreation Department.

ALTERNATIVES

1. Reject all bids received for the Park Turf and Landscape Maintenance Services and provide direction to staff.

ATTACHMENTS

1. Agreement
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