

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: March 28, 2024

PREPARED BY: Randy Chavez, Deputy Director of Public Works

REQUEST: APPROVE CHANGE ORDER NO. 3 INCREASING CONTRACT NO. C41880 WITH MARIPOSA LANDSCAPES, INC., OF IRWINDALE, CALIFORNIA, IN AN ANNUAL AMOUNT NOT TO EXCEED \$150,000 AND ADD MAINTENANCE SERVICES TO NON-LANDSCAPED AREAS (PROJECT NO. MLS00008)

RECOMMENDATION:

1. Approve Change Order No. 3 to increase Contract No. C41880 with Mariposa Landscapes, Inc. of Irwindale, California, in an annual amount of \$150,000 and add maintenance services to non-landscaped areas for a total annual contract amount of \$661,408.56.
2. Increase irrigation, plant, and related extra work and services to an annual amount of \$125,000.
3. Authorize the Finance Director to appropriate prorated funds in the amount of \$75,000 from Unobligated General Fund to Account No. 1104310-4332000, R/M Streets for Fiscal Year 2023/24.
4. Authorize the City Manager to approve change orders and amendments associated with this contract based on staff's recommendations.
5. Authorize the City Manager or designee to execute said change order.

BACKGROUND/ANALYSIS:

On October 14, 2021, the City Council awarded Contract No. C41880 to Mariposa Landscapes, Inc., of Irwindale, California (Mariposa) for a term of 56 months. Contract No. C41880 is referred to as Landscape Maintenance Area No. 1 (LMA 1) and set to expire June 30, 2026. LMA 1 consists of maintaining citywide landscape medians and parkways throughout the City. The predominant activities include weed abatement, litter removal, pruning, raking, irrigation repairs.

Due to recent rain events, there has been a proliferation of weeds throughout the city, including City Rights-of-Way and non-landscaped medians. Unchecked, unsightly weeds encroach into bike and vehicular travel lanes, so there has been an increase in calls related to nuisance sand and debris. These areas are normally maintained by City Street maintenance staff. High frequency maintenance activities include weed abatement, litter removal, pruning of encroaching plant material, illegal dumping removal, and sidewalk cleaning.

In addition, Street staff perform time-sensitive activities such as, street and sidewalk repairs, Citywide special projects, catch basin and culvert cleaning, graffiti removal, and emergency and vehicle accident response.

At times, when there are prolonged wind or rain events or other emergency calls, staff must prioritize work activities. Unfortunately, tasks such as litter removal and weed abatement are given a low priority.

To sustain maintenance continuity, on March 5, 2024, staff requested an estimate from Mariposa to perform as needed weed abatement, litter removal, sidewalk cleaning, and other ancillary work on city-maintained Rights-of-Way, fallow medians, drainage channels, and areas historically maintained by City staff. The type of work needed is similar in scope to the work Mariposa is currently performing under their current agreement.

The intent is to support staff during busy maintenance periods, giving them time to focus on priority tasks. Since Mariposa has performed their contractual obligations satisfactorily, Staff recommends approving Change Order No. 3, which will ensure the City’s Rights-of-Way and other infrastructure are maintained at the highest level.

Due to the increase in labor and materials costs, staff also requests to increase the irrigation, plant, and related extra work and services allowable annual amount from \$100,000 to \$125,000.

Legal Review:

This report has been reviewed by the City Attorney’s Office.

FINANCIAL IMPACT:

Contract No. C41880 funding for LMA 1 is budgeted in Landscape Medians Account Number 1104614-4337001, as follows:

Action	Date	Account Number	2023/24 Budget	2023/24 Expenses	Balance
C41880 – Mariposa Landscape	10/14/21	1104614-4337001	\$500,000.00	\$483,828.00	
Allowable Extra Work	10/14/21	1104614-4337001	\$100,000.00	\$100,000.00	
CO#1 – CPI increase	07/01/22	1104614-4337001		\$9,676.56	
CO#2 – New Areas	10/24/23	1104614-4337001		\$17,904.00	
*CO#3 – Street Maint Svc	03/28/24	1104310-4332000		\$75,000.00	
*Add allowable extra work	03/28/24	1104614-4337001	\$40,000.00	\$25,000.00	
Total			\$640,000.00	\$711,408.56	(\$71,408.56)
Appropriation Requested			\$75,000.00	0	\$75,000.00
Revised Total			\$715,000.00	\$711,408.56	\$3,591.44

*Current request

Change Order No. 3 increases the annual contract amount by \$150,000 specifically for street maintenance; however, no funds were included for this activity in Fiscal Year 2023-24. To immediately address unsightly areas and bring them up to City standards, staff requests appropriating a prorated amount of \$75,000 to Account No. 1104310-4332000 for the remainder of the fiscal year. Funding for future years will be budgeted accordingly during each budget approval process.

ATTACHMENTS:

1. Change Order
2. Mariposa Estimate