

# CITY OF PALM DESERT STAFF REPORT

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MEETING DATE: April 24, 2025

PREPARED BY: Brad Chuck, Public Works Superintendent  
Shawn Muir, Community Services Manager

REQUEST: AWARD A CONTRACT TO MARIPOSA LANDSCAPES, INC., OF IRWINDALE, CA, FOR LANDSCAPE MAINTENANCE AREA NO. 2 AND INCLUDE ALLOWABLE EXTRA WORK AND SERVICES (PROJECT NO. MLS00009)

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## **RECOMMENDATION:**

1. Award a Maintenance Services Agreement with Mariposa Landscapes, Inc., of Irwindale, California, for Landscape Maintenance Area No. 2 in the annual amount of \$288,588 subject to CPI increases, for a three-year term, with two one-year extensions options.
2. Authorize allowable extra work for street maintenance and landscape services in an annual amount not to exceed \$105,000.
3. Authorize the City Attorney to make necessary non-monetary changes to the agreement.
4. Authorize the City Manager to execute the agreement and any other documents necessary to effectuate this action, in accordance with Section 3.30.170 of the Palm Desert Municipal Code.

## **BACKGROUND/ANALYSIS:**

Landscape Maintenance Area No. 2 (LMA 2) encompasses the northern medians of Palm Desert and plays a key role in enhancing the city's visual appeal. By keeping these public spaces well-maintained, LMA 2 contributes to a welcoming and attractive environment for both residents and visitors.

Previously, the median landscape maintenance was divided among three separate areas—LMA 1, LMA 2, and LMA 4, which were managed by different vendors. This fragmented approach led to inconsistencies in service quality. To streamline operations and improve consistency, the City consolidated the three areas into a single maintenance contract under LMA 1 in 2021. The consolidated contract was awarded to Mariposa Landscapes, Inc. for a five-year term at an annual cost of \$483,828.

In March 2024, Change Order No. 3 added \$150,000 annually to include maintenance for non-landscaped areas, increasing the annual contract amount to \$661,408.56 and extra work to \$125,000 annually. However, ongoing irrigation charges-excluded from the original agreement-prompted a re-bid of the contract and divided it into two separate areas: LMA 1 for the southern City medians and LMA 2 for the northern medians, aiming for better oversight and efficiency. The updated approach aligns with regional best practices and includes detailed cost sheets for plant materials and irrigation repairs, helping with better cost control and transparency.

Given the unpredictable nature of maintenance work—such as vandalism, accidents, and natural wear—estimating repair needs in advance is challenging. By requiring upfront hourly rates or itemized pricing for such repairs, the City can prevent cost inflation, minimize delays from multiple vendors working simultaneously, and enhance accountability by eliminating disputes over repair responsibilities.

On November 26, 2024, the project was advertised for proposals through the City’s bid management portal OpenGov (PROJECT ID: 2024-RFP-146), and on January 6, 2025, received three proposals electronically. A selection committee evaluated the Proposals and scored them based on the following criteria:

- Clarity and conformance of proposal to the RFP (10%)
- Content of the proposal, including the work plan (25%)
- Proposer’s experience and performance (35%)
- Team members’ experience (10%)
- Comments by references (5%)
- Fee proposal (15%)

The proposals were ranked numerically as follows:

VENDOR	LOCATION	RANKING	BID AMOUNTS	ADDITIONAL WORK	TOTAL AMOUNT
<b>Mariposa Landscapes</b>	Irwindale, CA	1	\$288,588	\$105,000	\$393,588
<b>Kirkpatrick Landscape</b>	Bermuda Dunes, CA	2	\$378,828	\$105,000	\$483,828
<b>Universal Green LLC</b>	Desert Hot Springs, CA	3	\$319,200	\$105,000	\$424,200

Mariposa Landscapes, Inc. was the highest-ranked proposal with an aggregate score of 85.67.

The second ranking proposal from Kirkpatrick Landscape is approximately \$90,000 more and its staffing plan is not as robust as that of Mariposa’s, as shown in the chart below:

	<b>Mariposa Landscapes, Inc.</b>	<b>Kirkpatrick</b>	<b>Universal Green LLC</b>
<b>Number of Crews</b>	2 Crews	1 Crew	1 Crew
<b>Maintenance Staff</b>	6 Staff	5 Staff	7 Staff
<b>Irrigation Staff</b>	1 Full-Time Irrigator	1 Irrigator (As Needed)	No Irrigator Listed

A full-time irrigator is preferred for the median contract to ensure efficient maintenance, prioritize water conservation, and effectively manage city resources by addressing issues promptly. Based on the review, staff recommend awarding a contract to Mariposa Landscapes, Inc. for a 36-month period beginning July 1, 2025, with an option for two one-year extensions.

The base contract includes monthly maintenance tasks such as raking, weed abatement, pruning, irrigation inspections, trash and debris removal, and other routine services performed according to a City-provided frequency schedule. Given the vendor’s demonstrated efficiency

and familiarity with the City's requirements, this agreement will enable the Landscape Division to maintain continuity and uphold City standards. The vendor's expertise in these areas ensures faster response times and cost-effective solutions. Additionally, the vendor will allocate more staff to efficiently maintain and service these areas, justifying the increase.

The total funding request for as needed extra work amounts to \$105,000. This ensures that the funding limit is not exceeded while addressing essential tasks for public space upkeep and safety.

**1. Landscape Maintenance – \$75,000**

Covers unforeseen but essential landscape maintenance tasks not included in the base contract such as:

- Irrigation and landscape lighting repairs and replacements
- Emergency tree work
- Tree and shrub replacements
- Pest control
- Repairs due to accidents or vandalism
- Replacement of damaged signs
- Water conservation efforts
- Site furnishing repairs
- Enhancement projects as needed

**2. Public Spaces Maintenance – \$30,000**

Supports and supplements maintenance services for the upkeep of Rights of Way (ROW), vacant medians, drainage channels, vacant parcels, and other public spaces currently maintained by City staff to enhance public safety and maintain clear visibility, including:

- Weed abatement
- Litter removal
- Sidewalk cleaning
- Other related maintenance activities

When extra work arises, the vendor responsible for maintaining the designated LMA is typically the most cost-effective and responsive option, as their staff is already on site. Additionally, staff have observed challenges when an outside vendor performs work in an area maintained by another vendor. Using the same vendor for both maintenance and extra work promotes continuity and minimizes potential conflicts.

**Legal Review:**

This report has been reviewed by the City Attorney's office.

**Strategic Plan:**

Landscape Maintenance Area No. 2 is an on-going maintenance activity and, as such, does not contribute directly to the objectives of the Strategic Plan.

**FINANCIAL IMPACT:**

Funds for the maintenance of Landscape Maintenance Areas 2 are included in the Public Works Department’s proposed operations budget for Fiscal Year 2025/26 in Account No. 1104614-4337001, R/M Median Landscaping, and 1104310-4332000, R/M Streets. The table below outlines the maintenance costs for both LMA 1 and 2:

<i>Description</i>	<i>Proposed Budget</i>	<i>Contract Amount</i>	<i>Balance</i>
<i>1104614-4337001</i>	\$875,000		
<i>1104310-4332000</i>	\$50,000		
<i>LMA 1 - contract</i>		\$367,764	
<i>LMA 1 - extra work</i>		\$95,000	
<b><i>*LMA 2 - contract</i></b>		<b>\$288,588</b>	
<b><i>*LMA 2 - extra work</i></b>		<b>\$105,000</b>	
<i>Total</i>	\$925,000	\$856,352	\$68,648

\*Current request is for LMA 2

Funding for this agreement in future fiscal years is contingent upon City Council approval of the budget request.

**ATTACHMENTS:**

1. Maintenance Services Agreement
2. Payment & Performance Bonds
3. Mariposa Landscapes, Inc. Proposal
4. LMA 2 Vicinity Map