

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: May 22, 2025

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

SUBJECT: AWARD CONTRACT TO VINTAGE LANDSCAPE, OF BERMUDA DUNES, CA, FOR LANDSCAPE MAINTENANCE AREA NO. 16 AND ADDITIONAL WORK (PROJECT NO. MLS00016)

RECOMMENDATION:

1. Award a maintenance services agreement with Vintage Landscape of Bermuda Dunes, California, for Landscape Maintenance Area No. 16 at an annual cost of \$504,600, subject to CPI increases, for a three-year term, with two one-year extension options.
2. Authorize additional work for street maintenance and landscape services in an annual amount not to exceed \$100,920.
3. Authorize the City Attorney to make necessary non-monetary changes to the agreement.
4. Authorize the City Manager to execute agreement, amendments, changes, and all documents necessary to effectuate this action, in accordance with Section 3.30.170 of the Palm Desert Municipal Code.

BACKGROUND/ANALYSIS:

A Landscape Maintenance Area (LMA) is a defined area in which multiple maintenance zones are grouped together under a single contract to improve coordination, reduce costs, and ensure consistent service delivery. Landscape Maintenance Area No. 16 (LMA 16) includes the monthly landscape maintenance of Cahuilla Park, Homme Adams Park, Freedom Park, University Park, Joe Mann Park, Hovley Soccer Park, Palm Village Park, Ironwood Park, Washington Charter Park, Haystack Drainage Channel, Smoke Tree Natural Area, Robert A. Spiegel, University Park, and Freedom Park Community Gardens. The current monthly maintenance contract for LMA 16 is set to expire on June 30, 2025.

Therefore, on March 12, 2025, the project was advertised for proposals through the City's bid management portal OpenGov (2025-RFP-148), and on April 15, 2025, received seven proposals. A committee evaluated the proposals based on clarity, quality of the work plan, experience, references, and cost. The proposals were ranked as follows:

VENDOR	LOCATION	RANKING	BID AMOUNTS	ADDITIONAL WORK (20%)	TOTAL AMOUNT
Vintage Landscape	Bermuda Dunes, CA	1	\$504,600.00	\$100,920.00	\$605,520.00
Mariposa Landscapes	Irwindale, CA	2	\$500,388.48	\$125,097.12	\$625,485.60
Excel Landscape	Corona, CA	3	\$947,880.00	\$236,970.00	\$1,184,850.00
Universal Green	Desert Hot Springs, CA	4	\$504,960.00	\$126,240.00	\$631,200.00
Southwest Landscape	Indio, CA	5	\$811,908.10	\$202,977.03	\$1,014,885.13
Urban Habitat	Palm Desert, CA	6	\$467,532.00	\$116,883.00	\$584,415.00
Kirkpatrick Landscaping	Bermuda Dunes, CA	7	\$838,368.00	\$209,592.00	\$1,047,960.00

Based on the review, staff recommend awarding a contract to Vintage Landscape for a three-year term 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.

Vintage Landscape submitted the most realistic and comprehensive pricing in alignment with the scope of work. Based on the City's experience and industry standards, some of the lower-cost proposals raised concerns about their ability to meet the service levels of this community. Vintage Landscape's proposal demonstrated a clear understanding of the required tasks, appropriate staffing, and consistent quality, making them the most qualified and reliable choice.

The funding request also includes additional work in the amount of \$100,920. This allocation ensures the contract limit is not exceeded while allowing flexibility to address unforeseen but essential landscape maintenance and street maintenance needs. Additional work includes, but is not limited to, irrigation and lighting repairs, replacement of trees or shrubs, pest control, damage from accidents or vandalism, sign replacements, and minor enhancement projects as needed. 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 onsite.

Legal Review:

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

FINANCIAL IMPACT:

The annual maintenance budget for Landscape Maintenance Area No. 16 is included in the Public Works Department's proposed operations budget for Fiscal Year 2025-26 under the Parks, Community Gardens, and Haystack Channel R/M Accounts.

The table below outlines the maintenance budget and cost for LMA 16:

<i>Description</i>	<i>Proposed Budget</i>	<i>Contract Amount</i>	<i>Balance</i>
<i>Parks - 1104611-4332001</i>	\$550,000		
<i>Comm Gardens - 1104611-4339100</i>	\$40,000		
<i>Haystack - 2764374-4332000</i>	\$77,500		
<i>LMA 16 - Monthly Maintenance</i>		\$504,600	
<i>LMA 16 - Extra Work</i>		\$100,920	
<i>Total</i>	\$667,500	\$605,520	\$61,980

The remaining balance may be used as needed for other services. Funding for this agreement in future fiscal years will be subject to City Council approval of the related budget requests.

ATTACHMENTS:

1. Maintenance Services Agreement
2. Payment and Performance Bonds
3. Proposal
4. LMA 16 Vicinity Map