



## **CITY OF MENIFEE**

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SUBJECT: Agreement Amendment with Adame Landscape, Inc. for Landscape Maintenance Services

MEETING DATE: July 19, 2023

TO: Mayor and City Council

PREPARED BY: Nancy Rodriguez, Management Analyst

REVIEWED BY: Jonathan Nicks, Deputy City Manager

APPROVED BY: Armando G. Villa, City Manager

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### **RECOMMENDED ACTION**

1. Approve and authorize the City Manager to execute Amendment No. 13 to the Contract Services Agreement with Adame Landscape, Inc. for routine landscape maintenance services in the amount of \$1,279,272.31 for a revised total not-to-exceed aggregate sum of \$5,162,398.08.
2. Authorize the City Manager to execute agreement amendments for the remainder of Fiscal Year 2023/2024, at the City's discretion, and contingency on availability of the corresponding budget.

### **DISCUSSION**

On June 19, 2019, City Council awarded a contract to Adame Landscape, Inc. for routine landscape maintenance services of 17 City parks and existing landscaped public rights-of-way (ROW) in the amount of \$756,294. The services included comprehensive landscape and parkway maintenance such as mow/blow/edge, trash, janitorial, weed abatement, and as needed services that may not be covered by in-house staff such as graffiti abatement, pest abatement, and emergency irrigation repairs. Following the execution of the original agreement, the City has taken over maintenance of two new parks and over 1 million square feet of new ROW maintenance requiring multiple Adame contract amendments for a total contract amount of \$3,883,126. An amendment was also required to adjust for 5% CPI. A breakdown of each amendment is listed in Table 1 on the following page.

Based on the number of large residential and commercial developments within the City in various stages of planning and construction, the City anticipates opening four new parks and doubling the amount of maintained ROW over the next several years. The proposed contract increase of \$1,279,272.31 for Fiscal Year (FY) 2023/2024 exceeds the 10% change order signing authority

of the City Manager and requires City Council approval to execute. The original term of the Adame agreement stipulates an initial three-year term with two one-year options for renewal. Staff is requesting an additional one-year extension (six-years total) to allow time to competitively bid landscape maintenance for the ever-growing and complex parks and right of way system. The additional year will ensure that there are no interruptions in service and provides time to assess the full need of maintenance required based on future development and staffing levels. The extension of the current Agreement will allow Community Services staff the time to work with the Finance Department to implement a thorough competitive bidding process by issuing a Request for Proposal (RFP) for the next three fiscal years of service with the optional extension for two additional fiscal years.

Table 1 below details the breakdown of all previously approved contract amendments.

**Table 1 – Amendment Breakdown**

<b>Amendment No.</b>	<b>Amount</b>	<b>Date Approved</b>
Original Agreement Total	\$ 756,293.75	June 19, 2019
Amendment No. 1	\$ 65,984.41	November 6, 2019
Amendment No. 2	\$ 32,000.00	January 15, 2020
Amendment No. 3	\$ 876,252.77	July 1, 2020
Amendment No. 4	\$ 1,029,052.48	July 1, 2021
Amendment No. 5	\$ 2,219.58	January 1, 2022
Amendment No. 6	\$ 2,071.59	June 22, 2022
Amendment No. 7	\$ 1,091,463.86	July 1, 2022
Amendment No. 8	\$ 1,908.61	January 12, 2023
Amendment No. 9	\$ 8,839.96	February 21, 2023
Amendment No. 10	\$ 5,007.24	April 20, 2023
Amendment No. 11	\$ 10,935.12	May 9, 2023
Amendment No. 12	\$ 1,186.40	June 5, 2023
<i>Current Agreement Total</i>	<i>\$ 3,883,125.77</i>	
<b>Amendment No. 13</b>	<b>\$1,279,272.31</b>	<b>Pending Approval</b>
<b>New Agreement Total</b>	<b>\$ 5,162,398.08</b>	

## **STRATEGIC PLAN OBJECTIVE**

Safe and Vibrant Community

## **FISCAL IMPACT**

The current fiscal impact for Amendment No. 13 totals \$1,279,272.31, increasing the aggregate sum of the agreement from \$3,883,125.77 to \$5,162,398.08. Funding for the proposed amendment is available within the adopted FY 2023/2024 Budget in various accounts including General Fund, various LLMD Funds, CSA 145, CSA 33, CFD 2012, CFD 2014, CFD 2015, and CFD 2017.

FY 2023/2024 is the final year of the Adame Contract. Staff will be issuing an RFP in fall 2023 to establish a future agreement for these services.

**ATTACHMENTS**

1. Amendment No. 13 – Adame Landscape, Inc.