



CITY OF BANNING STAFF REPORT

TO: CITY COUNCIL

FROM: Douglas Schulze, City Manager

PREPARED BY: Holly Stuart, Public Works Program Manager
Arturo Vela, Director of Public Works

MEETING DATE: June 11, 2024

SUBJECT: Consideration of Resolution 2024-81, Approving Amendment No. 4 to the Professional Services Agreement with Mariposa Landscapes, Inc. in the Amount of \$148,372 for FY 2024/2025 City Property Landscape Maintenance

RECOMMENDATION:

Adopt Resolution 2024-81.

BACKGROUND:

On June 28, 2022, Resolution 2022-86 was approved awarding a Landscape Maintenance Agreement with Mariposa to provide landscape maintenance to various City properties for an annual amount of \$140,807.

On February 14, 2023, Amendment No. 1 to the agreement was approved adding service locations to the agreement including Fire Station 89 located at 172 N. Murray Street and the Fire Administration Building located at 3900 W. Wilson Street. Amendment No. 1 increased the annual agreement amount by \$7,248 for a total agreement amount of \$148,055.

On May 23, 2023, Amendment No. 2 to the agreement was approved by City Council extending the term and increasing the agreement compensation in the amount of \$139,794 for Fiscal Year 2023/2024. During this renewal period, locations under the Community Services Department were removed and added to a separate contract.

In August of 2023, Amendment No. 3 to the agreement was administratively approved adding annual maintenance of the Highland Spring Avenue underpass in the amount of \$4,224 through Fiscal Year 2023/2024.

The scope of work for landscape maintenance services includes turf management; shrub bed maintenance; tree care and pruning; fertilization; environmental weed and pest control program; irrigation equipment and operations for the City properties listed below:

- Ramsey Street Medians from Highland Springs Avenue to Highland Home Road.
- Banning City Hall (99 East Ramsey Street) landscaping around building and parking lot.
- Banning Police Station (125 East Ramsey Street).
- Banning Police Station Northeast Parking Lot (125 E. Ramsey Street)
- Fire Station Building (5261 W. Wilson Street)
- Former Armory National Guard Property (2041 W. Nicolet Street)

- Brinton Reservoir (1700 N. Mountain Avenue)
- Sunset Reservoir (1202 N. Sunset Avenue)
- San Gorgonio Parking Lot
- Fire Station 89 (172 N. Murray Street)
- Fire Administration Building (3900 W. Wilson Street)
- West Ramsey Street Medians (West and East of N. Hathaway Street)
- Highland Spring Avenue Underpass

Overall, the increase in fees are in line with the change in CPI and service fees increased by 2.9%. If approved, the total agreement including approval under this resolution will amount to \$440,444.64 with the remaining option to renew two additional single years.

JUSTIFICATION:

The Public Works Department does not have the required field staff needed to maintain the identified landscape areas, therefore; it is necessary to retain a landscape maintenance contractor to provide these services. Upon evaluating the existing services provided by Mariposa, staff recommends the contract renewal and processing of Amendment No. 4. If approved, two (2) additional single year renewals remain.

FISCAL IMPACT:

Amendment No. 4 will increase the monthly landscape maintenance services agreement for FY 2024/2025 in the amount of \$148,372 and operational costs have been included in the biennial budget and will be distributed to the appropriate area via an interfund transfer. Services for various City properties excluding reservoirs, will be funded by the Building Maintenance Fund in the amount of \$117,310 and reservoirs will be funded by the Water Fund in the amount of \$23,562. Funding sources for services as needed will be determined on a case-by-case basis and later determined.

ALTERNATIVES:

1. Adopt Resolution 2024-81 as recommended.
2. Adopt Resolution 2024-81 with modifications.
3. Do not approve Resolution 2024-81 and provide alternative direction to staff. The City Council may choose to reject this action which would result in an interruption of services in landscape maintenance of City properties. The City does not have staff resources to perform the landscape maintenance tasks.

ATTACHMENTS:

1. [Resolution 2024-81, Mariposa Landscapes.docx](#)
2. [Exhibit A - Amend No.4 Mariposa Landscape.doc](#)
3. [Attach 2_Mariposa_FY2025 Rates_HS.pdf](#)
4. [Attach3A_ORG_Mariposa.pdf](#)
5. [Attach3B-Amend No. 1_Mariposa.pdf](#)
6. [Attach3C-Amend No.2_Mariposa.pdf](#)
7. [Attach3D-Amend No. 3_Mariposa.pdf](#)