



Legislation Text

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**AGENDA REPORT  
REQUEST FOR CITY COUNCIL ACTION**

DATE: 8/15/2018

TO: Honorable Mayor and City Council Members

FROM: Maintenance Services

**SUBJECT:**

City Council consideration of an award of RFP 18-049CG to Tropical Plaza Nursery, Inc. as an exception to bidding for landscape maintenance services for LMDs, CFDs and Fire Stations located within bid Area 2.

**RECOMMENDED ACTION:**

That the City Council:

1. Award Request for Proposals (RFP) 18-049CG to Tropical Plaza Nursery, Inc. of Villa Park, CA, for landscape maintenance services for LMDs, CFDs and Fire Stations located within Bid Area 2 landscape maintenance services in the amount of \$357,540.00 per fiscal year as an exception to bidding pursuant to Corona Municipal Code (CMC) 3.08.140(E) based upon the findings noted in this report.
2. Authorize the General Manager to execute Maintenance/General Services Agreement with Tropical Plaza Nursery, Inc. in the amount of \$357,540.00 per fiscal year, with initial award period of July 1, 2018 through June 30, 2019, and all related documents necessary for completion of the Project.
3. Authorize the Purchasing Agent to issue a purchase order to Tropical Plaza Nursery, Inc. in the amount of \$357,540.00 per fiscal year.
4. Authorize the General Manager and City Attorney or their designees to negotiate an execute non-substantive extensions, change orders and amendments up to the amount provided by Corona Municipal Code Section 3.08.060(J) and/or amendments to this agreement through June 30, 2024, pursuant to Ordinance No. 2790.

**ANALYSIS:**

On May 14, 2018, the City of Corona issued Request for Proposals (RFP) No. 18-049CG for landscape maintenance services for LMDs, CFDs, and Fire Stations located within bid Area 2. The RFP was advertised in the Sentinel Weekly News on May 16, 2018, and posted on the City of Corona's bidding website. The City solicited eighteen (18) landscape maintenance services

contractors with five (5) contractors submitting proposals. In accordance to CMC 3.08.060, *Bidding requirements - maintenance and general services, contracts for maintenance work and other general services projects of more than \$45,000 are awarded to the lowest responsive and responsible bidder.* The decision to exercise the option of issuing an RFP pursuant to Ordinance No. 3230, allowed the department to take into account contractors' demonstrated competence, qualifications and suitability for the City's needs in addition to cost. The RFP evaluation was necessary for landscape bid Area 2 due to its size and its diverse and unique landscape features. In comparison to other LMD's, bid Area 2 has a higher quantity of irrigation, slopes and terrain; therefore, it was critical to select a contractor on additional criteria as listed below. Based on the department's decision to perform an RFP, a request to award the highest scoring contractor as an exception to bid is being requested.

The evaluation of the proposals was based on four criteria: 1) Work Plan/Work Organization, 2) Qualifications of Company and Personnel (Experience), 3) Approach to Safety Measures, and 4) Reasonableness of Cost and Price. Once proposals were evaluated, Tropical Plaza Nursery, Inc. scored the highest of all five contractors. The following is a summary of the proposal scoring results:

Company	Rank	Score (100%)
Tropical Plaza Nursery, Inc.	1	65.57%
Orozco Landscape and Tree Company	2	54.90%
Mariposa Landscapes, Inc.	3	51.60%
Priority Landscape Services	4	51.53%
OakWest Services, Inc.	5	48.90%

In addition to having been ranked first for this RFP, Tropical Plaza is our incumbent contractor that has serviced the area for several years and they are known to have the experience, knowledge and staff to complete the scope of services at a reasonable cost to the City; they are very familiar with the LMD and what is expected of them. Their previous performance performing landscaping services in Area 2 has been satisfactory and the City recommends continuing this partnership.

**COMMITTEE ACTION:**

Not applicable.

**STRATEGIC PLAN:**

Not applicable.

**FISCAL IMPACT:**

Funding for the recommended actions is included in the Fiscal Year 2018-19 operating budget within LMD 84-2 Zone 10 (Fund 460), LMD 84-2 Zone 15 (Fund 462), and the General Fund (Fund 110).

**TOTAL BID AMOUNT FOR LMD ZONE 10, GENERAL, LMD ZONE 15**

<b>LMD Zone 10</b>	<b>\$27,205.00</b>
<b>General</b>	<b>\$720.00</b>
<b>LMD Zone 15</b>	<b>\$1,870.00</b>
<b>TOTAL AMOUNT FOR ROUTINE MAINTENANCE</b>	<b>\$29,795.00 Monthly</b>

**ENVIRONMENTAL ANALYSIS:**

No environmental review is required because the proposed action is not a project governed by the California Environmental Quality Act.

**PREPARED BY:** MOSES CORTEZ, PARKS SUPERINTENDENT

**REVIEWED BY:** TOM MOODY, GENERAL MANAGER

**REVIEWED BY:** CITA LONGSWORTH, PURCHASING MANAGER

**REVIEWED BY:** KERRY D. EDEN, ASSISTANT CITY MANAGER/ADMINISTRATIVE SERVICES DIRECTOR

**REVIEWED BY:** MICHELE NISSEN, ASSISTANT CITY MANAGER

**SUBMITTED BY:** DARRELL TALBERT, CITY MANAGER

Attachment: Bid Area 2 Vicinity Map