



Report to City Council

TO: Mayor and City Council
Mayor and City Council Acting in its Capacity as
President and Members of the Board of Directors of
the Moreno Valley Community Services District (CSD)

FROM: Dena Heald, Chief Financial Officer/City Treasurer

AGENDA DATE: June 17, 2025

TITLE: AWARD OF AN ON-SITE AND/OR PROFESSIONAL
SERVICES AGREEMENT FOR LANDSCAPE
MAINTENANCE SERVICES (WATER QUALITY
BASINS)(AGMT. NO. 2025-__)(REPORT OF:
FINANCIAL AND MANAGEMENT SERVICES)(ALL
DISTRICTS)

TITLE SUMMARY: Pursuant to an RFP process, approve the award of a 5-year
Landscape Maintenance Services Agreement to Mariposa
Landscapes, Inc. (Agmt. No. 2025-__)(All Districts)

DISTRICT: All Districts

Recommendation(s)

That the City Council:

1. Approve the Agreement for On-Site and/or Professional Services for Landscape Maintenance - Water Quality Basins ("Agreement") with Mariposa Landscapes, Inc., waiving any and all minor irregularities, to provide landscape and irrigation maintenance services associated with the water quality basins for a five-year contract amount of \$828,928.

2. Authorize the City Manager or his/her designee to execute the Agreement with Mariposa Landscapes, Inc. to provide landscape maintenance services to the City maintained water quality basins.
3. Approve the issuance of annual purchase orders to Mariposa Landscapes, Inc. for a total amount of \$828,928 over the 5-year term of the agreement.
4. Authorize the Chief Financial Officer/City Treasurer to execute subsequent amendments to the Agreement, in accordance with its terms, subject to the approval of the City Attorney and provided sufficient funding appropriations and budget approvals have been granted by the City Council.

SUMMARY

This report recommends award of the Agreement to provide landscape and irrigation maintenance services ("Services") for areas associated with the water quality basins (WQBs) to Mariposa Landscapes, Inc. The Agreement is for a five-year term and is subject to an annual inflationary adjustment.

Funding for the Services is provided through a parcel charge collected as part of the annual property tax bill. It is only applied to those properties receiving benefit from the WQBs and where such property owners have previously approved the charge.

DISCUSSION

To comply with State and Federal National Pollutant Discharge Elimination System (NPDES) mandates, the City requires residential developments to construct and maintain WQBs. The WQBs, identified in Exhibit A of the Agreement (Attachment 1), are owned by the homeowner's association (HOA) for each residential development and maintained by the City or CSD ("City") pursuant to the terms of a maintenance agreement between the HOA and the City.

Funding for the WQB maintenance is provided through a parcel charge collected on the property tax bills of those residential parcels benefiting from the WQB. Funds collected for the NPDES program are restricted and can only be used for the purpose for which they were collected.

The current frequency of Services provided to the WQBs is the City's standard frequency of service, Level 1 (4-week rotation). Should funding become insufficient to maintain the WQBs at Level 1 during the term of the Agreement, the HOA and City will revisit the terms of the maintenance agreement. Since the WQBs are located in residential developments throughout the City, please review the maps included in Exhibit A of the Agreement (Attachment 1).

The Services associated with the WQBs are performed by licensed and insured landscape contractors. The contractors are selected through a competitive Request for

Proposal (RFP) process every five-years, consistent with the City's Procurement Policy. The Uniform Public Construction Cost Accounting Act and Public Contract Code 22022 (Municipal Code 3.12.320) allows the use of the RFP procurement process for landscape maintenance services.

On April 7, 2025, an RFP for the Services was issued using the City's electronic bid and vendor management system (OpenGov). Two thousand and nine (2,009) vendors were notified of the RFP. Three (3) responses were received before the RFP due date of 2:00 p.m. on April 29, 2025.

The RFP requested information on the proposer's 1) ability to provide the services, 2) qualified staffing and equipment to perform services, 3) references from other municipalities/public agencies where similar services have been provided, and 4) costs for various frequencies of service (i.e. service levels) and additional work services (e.g. replants, mulch, etc.). Evaluations of the responses were independently completed by representatives from the representatives from the Parks and Landscapes Services Division and the Stormwater Management Group, all of whom have landscape maintenance experience.

Staff recommends 1) awarding the Agreement to Mariposa Landscapes, Inc., waiving any and all minor irregularities, 2) authorizing the City Manager to execute the Agreement, and, 3) authorizing the Chief Financial Officer/City Treasurer to approve all future amendments (e.g. acceptance of new territory for maintenance), in accordance with the terms of the Agreement and subject to the approval of the City Attorney. Such amendments shall only be entered into provided they are within the authorized amount and provided sufficient funding appropriations and program approvals have been granted by the City Council. Authorizing the Chief Financial Officer/City Treasurer to amend the Agreement allows for the addition of new areas for maintenance, adjustments in service levels, and adjustments in additional work services, as may be necessary, without a delay in service.

This action meets the Strategic Plan Priorities by managing and maximizing Moreno Valley's public infrastructure to ensure an excellent quality of life, develop and implement innovative, cost-effective infrastructure maintenance programs, public facilities management strategies, and capital improvement programming and project delivery.

The City Council will take action on this item acting as both the City Council and the CSD Board.

ALTERNATIVES

1. Approve the Agreement for Landscape Maintenance–WQB with Mariposa Landscapes, Inc. and related recommended actions as presented in this staff report. *Staff recommends this alternative to provide uninterrupted Services associated with the WQBs.*

2. Do not approve the Agreement. *Staff does not recommend this alternative as it will cause an interruption in the Services associated with the WQBs. Additional costs may be incurred to obtain another landscape maintenance contractor with no guarantee that a more qualified contractor can be found at a better cost.*
3. Do not approve the Agreement but continue the item to a future City Council meeting. *Staff does not recommend this alternative as it will cause an interruption in the Services associated with the WQBs.*

FISCAL IMPACT

The term of the Agreement is for five years, beginning July 1, 2025. The Agreement is subject to an annual Consumer Price Index (CPI) inflation adjustment, at the discretion of the City and with appropriate City Council funding and program approvals. The following table is the estimated five-year value of the Agreement (including an estimate for annual CPI adjustments and addition of future areas).

Landscape Maintenance - Water Quality Basins (WQB)						
	FY 2025/26 Year 1	FY 2026/27 Year 2	FY 2027/28 Year 3	FY 2028/29 Year 4	FY 2029/30 Year 5	Projected Not-to-Exceed Total
	Proposed	Estimate ³	Estimate ³	Estimate ³	Estimate ³	
Base Work ¹	\$ 123,528.00	\$ 135,900.00	\$ 149,500.00	\$ 164,500.00	\$ 181,000.00	\$ 754,428.00
Additional Work ²	\$ 10,000.00	\$ 12,000.00	\$ 14,400.00	\$ 17,300.00	\$ 20,800.00	\$ 74,500.00
Total	\$ 133,528.00	\$ 147,900.00	\$ 163,900.00	\$ 181,800.00	\$ 201,800.00	\$ 828,928.00

¹Base Work is for routine landscape and irrigation maintenance.

²Additional Work is for reinvestments (e.g. replants), unanticipated/emergency repairs, parts and labor. Additional work amounts are estimated and may fluctuate in any given year based on the area's ability to support the services and City Council approval of appropriate funding levels. Pricing is based on pricing terms of the Agreement (Exhibit C).

³Estimates based on information known at the time the \$828,928 not-to-exceed (NTE) was calculated. Actual amounts may vary depending on the addition/removal of service areas, an area's financial resources, and City Council program and budget approvals. The purchase order will be based on actual amounts authorized.

NOTIFICATION

The RFP was posted on the City's bid portal (OpenGov) on April 7, 2025. OpenGov identified and notified 2,009 interested parties.

PREPARATION OF STAFF REPORT

Prepared By:
Kimberly Ganimian
Special Districts Division Manager

Concurred By:
Jeremy Bubnick
Parks & Community Services Director

Department Head Approval:
Dena Heald
Chief Financial Officer/City Treasurer

Concurred By:
Melissa Walker
Public Works Director/City Engineer

CITY COUNCIL GOALS

Community Image, Neighborhood Pride and Cleanliness: Promote a sense of community pride and foster an excellent image about our City by developing and executing programs which will result in quality development, enhanced neighborhood preservation efforts, including home rehabilitation and neighborhood restoration.

Positive Environment: Create a positive environment for the development of Moreno Valley's future.

CITY COUNCIL STRATEGIC PRIORITIES

- 1. Economic Development**
- 2. Public Safety**
- 3. Library**
- 4. Infrastructure**
- 5. Beautification, Community Engagement, and Quality of Life**
- 6. Youth Programs**

Report Approval Details

Document Title:	STAFFREPORT_FMS_SD_AWARD OF LANDSCAPE MAINTENANCE SERVICES, WQB_06.17.25.docx
Attachments:	- Draft Agreement for Landscape Maintenance Services, WQB.pdf
Final Approval Date:	Jun 10, 2025

This report and all of its attachments were approved and signed as outlined below:

No Signature found

Kimberly Ganimian

No Signature found

Jeremy Bubnick

No Signature found

Melissa Walker

Natalia Lopez

Dena Heald

Launa Jimenez

Brian Mohan

Patty Rodriguez