



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**August 16, 2022**

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**TOPIC:** Median Landscape Maintenance Services

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**AGENDA TITLE**

Amend Agreement with Landscape West Management Services, Inc. to Increase the Annual Contract Amount by \$1,112,000 for Fiscal Year 2022-23 for Right-of-Way and Median Landscape Maintenance Services (General and Non-General Fund)

**RECOMMENDED ACTION**

Authorize the City Manager to execute an amendment to the agreement with Landscape West Management Services, Inc. for right-of-way and median landscape maintenance services to increase the contract amount by \$1,112,000 for FY 2022-23 only, for a total agreement amount not to exceed \$5,922,000 for the remaining term of the agreement ending on June 30, 2023, with an option for one 2-year extension exercisable by the City Manager and the City Attorney, subject to non-substantive changes approved by the City Manager and City Attorney.

**DISCUSSION**

The Public Works Agency's Maintenance Services Division (Maintenance Services Division) is responsible for maintaining over 30 miles of City street medians and neighborhood entry areas. The services include, but are not limited to, mowing, weed mitigation and removal, trash removal, and irrigation system maintenance. On July 2, 2019, the City Council approved an agreement with Landscape West Management Services, Inc. for \$770,000 to provide median landscape maintenance and right-of-way cleaning services.

In December 2020, the agreement was increased by \$250,000, for a total amount not to exceed \$1,020,000. The increase to the contract was necessary to maintain and preserve the City's new median improvements and address an increased need for service due to vandalism, theft of the watering control systems, and destruction of plants.

In July 2021, the agreement was increased by \$250,000, for a total amount not to exceed \$1,270,000. The increase to the contract was necessary to continue to maintain the aesthetic appearance of medians and address the increased need for service.

In September 2021, the agreement was increased by \$1,000,000 for FY 2021-22 only. This increase to the contract was to quickly implement enhanced cleaning and sanitization services at high-traffic pedestrian and bicyclist areas as part of the Revive Santa Ana spending plan which is funded by the American Rescue Plan Act of 2021 (ARPA). Due to unforeseen delays in procurement, approximately \$612,000 of the funding was unspent in FY 2021-22. Staff recommends carrying forward the funding to FY 2022-23 to continue providing this service enhancement to the community.

Furthermore, the City Council approved an additional \$500,000 for City median maintenance. Funding will assist in the long-term maintenance of all medians and address the increased need for service due to vandalism, theft of the watering control systems, and destruction of plants.

Staff recommends increasing the agreement with Landscape West Management Services, Inc. by \$1,112,000 for FY 2022-23 only, for a total of \$2,382,000 (Exhibit 1). The annual agreement amount thereafter would be reduced to \$1,770,000.

### **ENVIRONMENTAL IMPACT**

There is no environmental impact associated with the action.

### **FISCAL IMPACT**

Funds are available for expenditure in Public Works Agency, Special Gas Tax Median Landscaping and General Fund PWA Service Enhancement account (No. 02917635-62320 & 01117017-62320) and will be budgeted in subsequent fiscal years. The American Rescue Plan Act funds were appropriated in Fiscal Year 2021-22. As part of the Citywide carry forward process, the Public Works agency will submit to the Finance Department a request for these funds to be carried forward into Fiscal Year 2022-23. This carry forward request will be presented to Council at a future date.

Funds will be spent according to the spending plan below:

<b>Fiscal Year</b>	<b>Accounting Unit – Account #</b>	<b>Fund Description</b>	<b>Accounting Unit, Account Description</b>	<b>Amount</b>
<b>CURRENT ANNUAL CONTRACT (1<sup>ST</sup> TWO-YEAR EXTENSION – YEAR 2 of 2)</b>				
FY 2022-23	02917635-62320	Special Gas Tax	Median Landscaping, Maintenance & Repair Building & Grounds	\$1,270,000
<b>REQUESTED AMENDMENT</b>				
FY 2022-23	18117013-62300	American Rescue Plan Act	American Rescue Plan Act-PWA,	\$612,000

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<b>Fiscal Year</b>	<b>Accounting Unit – Account #</b>	<b>Fund Description</b>	<b>Accounting Unit, Account Description</b>	<b>Amount</b>
			Contract Services- Professional	
	01117017-62320	General Fund	PWA Service Enhancement, Maintenance & Repair Building & Grounds	\$500,000
<b>ADJUSTED SUBTOTAL</b>				<b>\$2,382,000</b>
<b>OPTIONAL TWO-YEAR EXTENSION</b>				
FY 2023-24	02917635-62320	Special Gas Tax	Median Landscaping, Maintenance & Repair Building & Grounds	\$1,270,000
	01117017-62320	General Fund	PWA Service Enhancement, Maintenance & Repair Building & Grounds	\$500,000
FY 2024-25	02917635-62320	Special Gas Tax	Median Landscaping, Maintenance & Repair Building & Grounds	\$1,270,000
	01117017-62320	General Fund	PWA Service Enhancement, Maintenance & Repair Building & Grounds	\$500,000
<b>OPTIONAL EXTENSION SUBTOTAL</b>				<b>\$3,540,000</b>
<b>GRAND TOTAL</b>				<b>\$5,922,000</b>

**EXHIBIT(S)**

1. Amendment to Agreement with Landscape West Management, Inc.

Submitted By: Nabil Saba, P.E., Executive Director – Public Works Agency

Approved By: Kristine Ridge, City Manager