



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

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**TOPIC:** Landscape Maintenance Services

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**AGENDA TITLE:**

Amend Agreement with Landscape West Management Services Inc. to Increase the Annual Contract amount by \$215,000 for Enhanced Landscape Maintenance Services for the Remaining Term of the Agreement (General Fund)

**RECOMMENDED ACTION**

Authorize the City Manager to execute an amendment to the agreement with Landscape West Management Services Inc. for increased landscape maintenance services, increasing the compensation amount annually by \$215,000, for an annual amount not to exceed \$895,819.00 for the remaining term from September 20, 2022 through January 31, 2024, and not to exceed the total agreement amount of \$2,866,605.60, subject to non-substantive changes approved by the City Manager and the City Attorney.

**DISCUSSION**

As of July 1, 2022, park maintenance functions have transferred from the Parks, Recreation and Community Services Agency (PRCSA) to the Public Works Agency (PWA). PWA's Parks, Fleet and Facilities Division provides landscape maintenance services through a contractor. On October 7, 2019, PRCSA released a Request for Proposals (RFP) for landscape maintenance services, and Landscape West Management Services Inc. was awarded an agreement on February 1, 2020.

Landscape West Management Services Inc. is currently providing landscape maintenance and clean-up services in the Civic Center area. Their highly professional and prompt response has been instrumental in keeping a well maintained and clean Civic Center area. With the recent adoption of the City's FY 2022-23 budget, the City Council approved an additional \$2.5 million for park maintenance. Over the years, there has been a need for an increased level of maintenance services due to vandalism, theft, destruction of plants and the need for cleanup services in and around landscape areas. In an effort to provide residents with clean and safe park facilities, part of the additional funding will assist in providing additional support to the QOLT Team and increase homeless clean-up citywide.

Landscape West Management Services, Inc. has provided landscape and clean-up maintenance services to the City since July 2019. Staff recommends increasing the level

of service provided by Landscape West Management Services, Inc. to implement an enhanced landscape maintenance services citywide. Staff recommends increasing the agreement amount by \$215,000 annually (Exhibit 1).

**ENVIRONMENTAL IMPACT**

There is no environmental impact associated with this action.

**FISCAL IMPACT**

Funds are available for expenditure in the current Fiscal Year 2022-23 from the account listed on the table below for the requested increase of \$215,000 to the annual amount and will be budgeted in subsequent fiscal years for the remainder of the agreement term.

<b>Fiscal Year</b>	<b>Accounting Unit-Account #</b>	<b>Fund Description</b>	<b>Accounting Unit, Account Description</b>	<b>Amount</b>
2022-23 (Oct-June)	01117651-62320	General Fund	PWA Park Maintenance Service Enhancement, Maintenance & Repair Buildings & Grounds	\$161,250
2023-24 (July-Jan)	01117651-62320	General Fund	PWA Park Maintenance Service Enhancement, Maintenance & Repair Buildings & Grounds	\$125,417

**EXHIBIT(S)**

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

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

Approved By: Kristine Ridge, City Manager