



CITY OF

NEWPORT BEACH

City Council Staff Report

June 8, 2021
Agenda Item No. 13

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

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TITLE: Approval of Agreement for As-Needed Sports and Recreational Field
Landscape Services

ABSTRACT:

The City of Newport Beach (City) contracts separately for as-needed landscape maintenance of the various recreational fields located at City parks. The current agreement with CSA Holdings is approaching its contract not-to-exceed funding limit and is set to expire on December 31, 2021. In anticipation of the completion of the current contract, staff prepared a request for bids package for this service, and has received formal bids for the as-needed field landscape services. Staff requests City Council approval of a three-year, on-call agreement with Mariposa Landscapes, Inc.

RECOMMENDATION:

- a) Determine this action is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) and 15060(c)(3) of the CEQA Guidelines because this action will not result in a physical change to the environment, directly or indirectly; and
- b) Approve a three (3) year agreement with two (2) automatic annual extensions, with Mariposa Landscapes, Inc. for as-needed landscape maintenance of citywide recreational fields, for a total not-to-exceed of \$1,250,000.

DISCUSSION:

The Public Works Department received formal bids for as-needed landscape maintenance of the various recreational fields located at City parks. The bid specifications required proposers to supply costs and a workplan for as-needed field renovations and/or maintenance of over 43 acres, or 24 total athletic fields, in the City.

The services provided under the recreational field maintenance agreement are integral for keeping the City's various athletic fields safe, playable, and at the highest standards, as our various user groups expect. Athletic field services performed through this agreement are an enhancement to the typical turf maintenance services performed under the City's existing Parks and Facilities Contract (e.g. standard mowing, aeration, seeding and topdressing).

Enhanced services performed in this agreement include deep-tine aeration, leveling with flail mowing and vacuum cuts, incorporation of Professional Golfers Association (PGA) greens sand and athletic field amendment mixes, extra seed and top-dress applications, and installation of sod to worn areas. Additionally, this separate agreement is necessary because it is shared with the Recreation and Senior Services (RSS) Department, which requests services such as moving soccer/lacrosse goals, resetting baseball/softball base anchors, home plates, and pitching mounds. Public Works Parks Maintenance staff work closely with RSS staff and youth sports user groups to plan out specific field renovation needs, and the field downtime period in order to carry out the projects and allow the fields to rest. Some of the field renovations undertaken with this agreement are wholly or partially funded by the youth sports user groups, with revenues collected through their per player fees.

Staff has witnessed a dramatic increase in park and field usage during the Covid-19 pandemic when many residents were at home working or encouraged to spend time outdoors. While this usage was not seen in City programmed activity, it was evident that groups took advantage of open fields in a drop-in and semi-organized capacity. Public Work Parks Maintenance staff also took advantage of the recent, Covid-19 pandemic related field closed time by scheduling and completing approximately \$45,000 worth of needed field renovation projects under the current contract. This unexpected, but opportunity-driven increase in field maintenance cost was the primary reason the current contract has run low on contract authority (not-to-exceed) earlier than the contract expiration, thus staff accelerated the re-bidding and approval of this new As-Needed Sports and Recreational Field Landscape Services agreement.

At 2 p.m. on April 8, 2021, the City Clerk opened and read the bids for this project:

	<u>BIDDER</u>	<u>BASE BID AMOUNT</u>
Low	Mariposa Landscapes, Inc.	\$5,038.03
2nd	Sports Field Services	\$5,545.00
3rd	SoCal Land Maintenance, Inc.	\$7,100.00

The lowest bidder was determined based on the above base bid prices. The base bid reflects an example field renovation project that would typically be requested two times per year on each of the City's 24 athletic fields. The example project is composed of flail mowing and a vacuum cut, incorporation of PGA greens sand and athletic field amendment mix, and an extra seed and top-dress application.

The lowest responsible bidder, Mariposa Landscapes, Inc., possesses a California State Contractor's License Classification C-27, as required by the project specifications. A review of references for Mariposa Landscapes, Inc. shows satisfactory provision of similar services for other local coastal municipalities, including their current Parks and Facilities Contract for general landscape services with the City of Newport Beach. Staff interviewed Mariposa Landscapes, Inc. and reviewed its work plan, which includes necessary staffing and equipment. The company showed a good understanding of what is required to successfully carry out the specifications of the agreement.

Staff recommends the City Council award a three-year agreement with two automatic annual extensions, with Mariposa Landscapes, Inc., for as-needed landscape maintenance of citywide recreational fields, with a total not-to-exceed cost of \$1,250,000. This total includes the base, as-needed field renovation services with a fixed 2% annual increase for CPI.

The not-to-exceed amount was calculated based on the current contract spending of roughly \$217,500 per year over the abbreviated 4-year term. Also, prices increased on many of the non-base bid, unit price items, including additional intermittent ballfield services requested by RSS staff and sod work. Finally, the community's youth sports organizations continue to see an increase in participation, which then increases athletic field usage and the corresponding need for more extensive renovations to the City's athletic fields.

FISCAL IMPACT:

The adopted budget includes sufficient funding for this contract. It will be expensed to the Parks Turf Renovation and Park Renovation accounts in the Parks Section of the Public Works Department, 0108031-851030 and 0108031-911008 and, the Youth Sports Group User Fund deposit account 017-241042.

ENVIRONMENTAL REVIEW:

Staff recommends the City Council find this action is not subject to the California Environmental Quality Act ("CEQA") pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

NOTICING:

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Council considers the item).

ATTACHMENT:

Attachment A – Agreement with Mariposa Landscapes, Inc.