

The Honorable Board of Supervisors

RE: Approval of a Personal Service Agreement for Landscape Maintenance Services for the Transportation Department

June 23, 2008

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BACKGROUND: The service required is for the landscape maintenance of Zone 97 of the Landscaping and Lighting Maintenance District No. 89-1-Consolidated (L&LMD No. 89-1-C). The maintenance for this project is funded by special assessment to the property owners within Zone 97 located in Glen Valley.

L&LMD No. 89-1-C, Zone 97 services the landscaping and irrigation system within the County maintained road right-of-way within the following locations: southerly parkway along Carpinus Drive between Granite Ridge Drive and easterly tract boundary; easterly parkway along Granite Ridge Drive between Carpinus Drive and Mountain Shadow Lane; southerly parkway along Mountain Shadow Lane between Granite Ridge Drive and 440 feet easterly; westerly parkway along Aspenleaf Drive between Carpinus Drive and Mountain Shadow Lane; northerly and southerly parkways on Deer Run Road between Sterling Hill Lane and Carpinus Drive; southerly and westerly parkways along Carpinus Drive from Cajalco Road to 180 feet westerly of Red Rock Street; and northerly parkway on Cajalco Road from Carpinus Drive to westerly tract boundary.

The Transportation Department issued a formal Request for Quote (RFQ) and solicitations were sent to 19 vendors. Five (5) responses were received with a cost range of \$35,160 to \$59,208 per year. Trimco Landscape based in Santa Ana with a field operations office in the Jurupa Valley was the lowest responsive/responsible bidder at \$35,160 annually. Trimco Landscape provided a quote to fulfill the necessary requirements mandatory for landscaping services. Local preference was applied and did not affect low bid. This bid includes prevailing wage rates. Representatives from the Transportation Department evaluated all proposals and recommend the lowest vendor, Trimco Landscape, receive the award.

The annual amount of \$52,740 includes a contractual contingency amount not to exceed \$17,580 annually for costs outside the scope of regular maintenance, including but not limited to replacement of broken sprinklers, plant replacement, damage due to vehicle accidents, and vandalism. Contractor shall submit a written request to the County for any costs outside the regular scope of maintenance described in Exhibit A. Contractor understands and agrees that the costs shall not be incurred against the contingency, and the County will not be liable for such costs, without prior written authorization from the County.

County Counsel has approved the Agreement as to form.