

RIVERSIDE COUNTY TRANSPORTATION COMMISSION

DATE:	November 10, 2010
TO:	Riverside County Transportation Commission
FROM:	Sheldon Peterson, Rail Manager Gregory Moore, Procurement and Assets Manager
THROUGH:	Anne Mayer, Executive Director
SUBJECT:	Agreement with Tropical Plaza Nursery, Inc. to Provide Landscape Maintenance Services for the Five Commission-Owned Commuter Rail Stations and the Perris Transit Center

STAFF RECOMMENDATION:

This item is for the Commission to:

- 1) Award Agreement No. 10-24-030-00 to Tropical Plaza Nursery, Inc. (Tropical) for landscaping and grounds maintenance services at the five Commission-owned commuter rail stations and the Perris Transit Center for a one-year term, and a six-month option to extend the agreement, in an amount not to exceed \$340,000; and
- 2) Authorize the Chair, pursuant to legal counsel review, to execute the agreement, including option years, on behalf of the Commission.

BACKGROUND INFORMATION:

The Commission owns and operates five commuter rail stations in Riverside County – Downtown Riverside, La Sierra, North Main Corona, Pedley, and West Corona – and the Perris Transit Center. The Commission requires the services of a qualified firm to provide landscaping and maintenance services at these locations. These services are currently performed by Tropical. Since a competitive award in January 2008, Tropical has provided the Commission with comprehensive landscaping maintenance services, and its current contract with the Commission expires in December 2010. Staff recommends a new agreement with Tropical that would extend the scope of services included in its current contract for an additional twelve-month period, with a six-month option to extend the agreement, for a total period of eighteen months. The new agreement is necessary as a result of the planned commuter rail station landscaping rehabilitation project (rehabilitation project) and/or in the event a follow on comprehensive landscaping maintenance services solicitation is delayed.

The Commission approved using Proposition 1B funds to convert the landscaping at the Commission's commuter rail stations to more drought tolerant, water efficient plantings that will result in reduced maintenance. The construction phase of the planned rehabilitation project is anticipated to be an eight to ten-month process. Therefore, a bridging agreement with Tropical is needed during the period between the end of the existing landscaping maintenance services agreement with Tropical and completion of the rehabilitation project. The solicitation for the rehabilitation project will be issued by the Commission to the contracting community under a competitive bid process prior to January 2011.

Commission staff does not have the in-house resources to oversee and train a new landscaping maintenance firm and provide adequate oversight over the firm undertaking the rehabilitation project. Instead, staff recommends leveraging the accumulated knowledge, experience, and training garnered by Tropical staff during the previous three years to assist Commission staff with the efficient implementation of the rehabilitation project and providing uninterrupted services at stations not impacted by the rehabilitation project. Once the rehabilitation project is completed, staff will issue a competitive solicitation for landscape maintenance services for an extended period of performance. The follow on contract will provide services for the existing stations, stations included in the rehabilitation effort, and the new commuter rail stations to be constructed along the Perris Valley Line.

A contract award made outside of the competitive solicitation process may only be used under very limited circumstances and, due to the lack of competition, contract term and pricing must be closely scrutinized and limited to a reasonable duration. In this case, a non-competitive award is necessary to allow for the provision of needed support that Tropical is uniquely qualified to provide during the rehabilitation project. Tropical can also ensure uninterrupted landscape maintenance services at the remaining station sites. An eighteen-month period of performance is sufficient to allow Tropical to provide support during the rehabilitation project and the subsequent solicitation of a competitive follow on procurement for landscaping maintenance services at all station sites.

Staff requested a cost proposal and person-loaded schedule for landscaping maintenance services at all commuter rail stations and the Perris Transit Center for an eighteen-month period of performance. Tropical's proposed pricing was approximately 12% or \$2,055/month less than its current contract rates. Staff determined that Tropical's pricing was fair and reasonable based upon historical pricing the Commission paid for the comparable services, including pricing from the original competitive award to Tropical in January 2008, a market survey of current pricing, and a price analysis of the negotiated rates. An amount of approximately \$74,875 for on-call repair services, based upon historical costs, is included in the total cost. These funds will be expended only as necessary to respond to

emergency repairs, upgrade failing systems, and keep the landscape and irrigation at each station in good repair above and beyond that provided by regular maintenance. The total cost for regular landscape maintenance and on-call repair services is \$340,000.

Staff Recommendation

Staff recommends the award of a short duration, non-competitive agreement to Tropical for landscaping maintenance services at the five Commission-owned commuter rail stations and the Perris Transit Center for a one-year term with a six-month option for a total contract amount of \$340,000.

Financial Information					
In Fiscal Year Budget:	Yes N/A	Year:	FY 2010/11 FY 2011/12	Amount:	\$140,000 \$200,000
Source of Funds:	Local Transportation Fund and/or 2009 Measure A Rail		Budget Adjustment:	No	
GL/Project Accounting No.:	244001/244002/244003/244004/244006/244010 73315 103 24 73301				
Fiscal Procedures Approved:	<i>Theresa Trevino</i>			Date:	10/14/10