



COUNTY OF LOS ANGELES
DEPARTMENT OF PARKS AND RECREATION
"Parks Make Life Better!"

Norma E. García-González, Director

Alina Bokde, Chief Deputy Director

July 23, 2024

The Honorable Board of Supervisors
County of Los Angeles
383 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles, California 90012

Dear Supervisors:

**APPROVAL OF SOLE SOURCE AMENDMENT EXTENSIONS TO CONTRACTS WITH CONEJO
CREST LANDSCAPE, INC. AND MARIPOSA LANDSCAPES, INC. FOR PARK MAINTENANCE
AND PARK MOWING SERVICES AT VARIOUS COUNTY PARKS
(SUPERVISORIAL DISTRICTS 1 and 5) (3 VOTES)**

SUBJECT

Approval of the recommended actions will delegate authority to the Director of Parks and Recreation, or her designee, to execute sole source amendment extensions with Conejo Crest Landscape, Inc. and Mariposa Landscapes, Inc. for Park Maintenance and Park Mowing Services, to extend the existing Contracts for a period not to exceed four months.

IT IS RECOMMENDED THAT THE BOARD:

1. Find that the proposed approval of the Contract amendments for Park Maintenance and Park Mowing Services is not a project under the California Environmental Quality Act, for the reasons stated in this Board letter and in the record of the Contract amendments.
2. Delegate authority to the Director of Parks and Recreation, or her designee, to execute sole source amendments to Contract Number 78509 with Conejo Crest Landscape, Inc. with an expiration date of July 31, 2024, at a total cost not to exceed \$81,908; Contract Number 78524 with Mariposa Landscapes, Inc. with an expiration date of September 30, 2024, at a total cost not to exceed \$9,360; and Contract Number 78529 with Mariposa Landscapes, Inc. with an expiration date of September 30, 2024, at a total cost not to exceed \$83,573, upon approval as to form by County Counsel, to further extend the Contracts up to four months, for the sole purpose of completing the Request for Proposals solicitation for the Landscape, Park Maintenance, and Mowing Services released November 2023.

3. Delegate authority to the Director of Parks and Recreation, or her designee, to increase the Contract amount by/up to ten percent in any year, for any additional or unforeseen services within the scope of the Contract.

PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION

The County of Los Angeles Department of Parks and Recreation (DPR) currently has three contracts for Park Maintenance and Park Mowing Services with Conejo Crest Landscape, Inc. and Mariposa Landscapes, Inc. for services at various County parks. Quality park maintenance and park mowing services ensure that parks, baseball fields, community centers, and other public areas are safe, clean, and available for visitor use and are maintained to standardized conditions in a cost-effective manner. These contracts are set to expire as early as July 31, 2024, and have no further extension options available.

Approval of the recommended actions will extend the expiration date for these three contracts for no more than four months, through November 30, 2024, and will provide sufficient time for DPR to complete the Request for Proposals (RFP) for Landscape, Park Maintenance and Mowing Services at Various County Facilities and seek approval by the Board of Supervisors (Board) of the new long-term contracts. DPR will return to your Board on November 19, 2024 to seek approval and execution of the new contracts.

Please note only three of the five contracts being solicited under the RFP will need to be extended as the other two contracts will not expire until after DPR's targeted Board agenda date of November 19, 2024.

Implementation of Strategic Plan Goals

The recommended actions uphold the County's Strategic Plan Goals to Foster Vibrant and Resilient Communities, by focusing on Sustainability through Natural Resources to support thriving ecosystems, habitation, and biodiversity (North Star 2.D.iii); and by focusing on Community Connections to invest in our communities and create public spaces and programs that are welcoming, accessible, where all residents can easily build relationships, create social networks, and feel connected and can access opportunities (North Star 2.F.).

FISCAL IMPACT/FINANCING

The following are the total maximum contract amounts for the extension periods:

- Four-month extension of Contract Number 78509: \$81,908
- Two-month extension of Contract Number 78524: \$9,360
- Two-month extension of Contract Number 78529: \$83,573

FACTS AND PROVISIONS/LEGAL REQUIREMENTS

Pursuant to the Change Notices and Amendments section of the Contract, the Contract may be amended only by further written agreement between the parties. Any such modification shall not be effective unless and until executed by the contractor and in the case of County, until approved by the Board. The recommended action will allow the Director of Parks and Recreation (Director), or her designee, to negotiate and execute amendments to the Contracts upon approval as to form by County Counsel, to extend the Contract term and add and/or change certain terms and conditions as

required by your Board.

ENVIRONMENTAL DOCUMENTATION

The proposed approval of the Contract amendments for the extension of Park Maintenance and Park Mowing Services is not subject to the California Environmental Quality Act (CEQA) because it is an activity that is excluded from the definition of a project by section 21065 of the Public Resources Code and section 15378(b) of the State CEQA Guidelines. This proposed action to extend the existing contracts is an organizational or administrative activity of government which will not result in direct or indirect physical changes to the environment.

CONTRACTING PROCESS

On June 28, 2016, the Board approved Contract Number 78509 for Park Maintenance Services with Conejo Crest Landscape, Inc. for the Altadena Area Parks. The Contract was for an initial term of five years with three one-year renewal options, for a maximum term of eight years. The Director has exercised the three one-year renewal options, and the Contract will expire on July 31, 2024. DPR is proposing a further four-month extension of this Contract.

On September 6, 2016, the Board approved Contract Number 78524 for Park Mowing Services with Mariposa Landscapes, Inc. for the Frank G. Bonelli Regional Park. The Contract was for an initial term of five years with three one-year renewal options, for a maximum term of eight years. The Director has exercised the three one-year renewal options, and the Contract will expire on September 30, 2024. DPR is proposing a further two-month extension of this Contract.

On September 13, 2016, the Board approved Contract Number 78529 for Park Maintenance Services with Mariposa Landscapes, Inc. for the La Puente Area Parks. The Contract was for an initial term of five years with three one-year renewal options, for a maximum term of eight years. The Director has exercised the three one-year renewal options, and the Contract will expire on September 30, 2024. DPR is proposing a further two-month extension of this Contract.

To comply with Board Policy 5.100, Sole Source Contracts, DPR prepared and submitted the attached Notification of Intent to Negotiate New Sole Source Agreement Extensions with Conejo Crest Landscape, Inc. and Mariposa Landscapes, Inc. to the Board.

DPR released an RFP on November 29, 2023, for five new contracts for Landscape, Park Maintenance and Mowing Services at Various County Facilities. DPR Contracts' staff are currently in the final phases of the RFP process and have completed contract negotiations with the recommended contractors for each park location. These contractors will be recommended to your Board for contract award on the upcoming Board agenda date of November 19, 2024.

IMPACT ON CURRENT SERVICES (OR PROJECTS)

Approval of this action will ensure continued public access to County parks.

CONCLUSION

It is requested that two adopted copies of the action taken by the Board be forwarded to DPR.

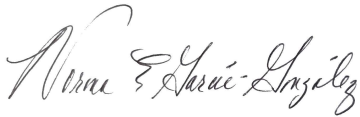
The Honorable Board of Supervisors

7/23/2024

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Should you have any questions please contact Ms. Alana White at (626) 588-5260 or via email at awhite2@parks.lacounty.gov, or Mr. Ruben Lopez at (626) 588-5278 or via email at rlopez@parks.lacounty.gov, or Ms. Johanna Hernandez at (626) 588-5370 or via email at bjl@parks.lacounty.gov.

Respectfully submitted,



Norma E. Garcia-Gonzalez

Director

NEGG:AB:MR

RL:AW:HC:rc

c: Chief Executive Officer
County Counsel
Executive Officer, Board of Supervisors