



May 21, 2025

ITEM TITLE: RESOLUTION NO. 2025-024 APPROVING A PROFESSIONAL SERVICES AGREEMENT FOR LANDSCAPE MAINTENANCE SERVICES. (0940-10)

ORIGINATING DEPARTMENT:

Public Works

EXECUTIVE SUMMARY:

Resolution No. 2025-024 authorizes the City Manager to execute a three-year professional services agreement with two one-year extensions for a total of five-years with Aztec Landscaping, Inc. for Palm Avenue, Old Palm Avenue, and Imperial Beach Boulevard Landscape Maintenance Services. This contract also includes the monthly maintenance of 12 storm drain easements. If awarded, the new contract would be effective May 22, 2025 through May 21, 2028 with the opportunity of up to two one-year extensions for a possible total contract duration of 5-years—expiration May 21, 2030. The contract also includes an annual Consumer Price Index (CPI) adjustment each fiscal year.

RECOMMENDATION:

Adopt Resolution No. 2025-024 which authorizes the City Manager or designee to execute up to a five-year professional services agreement with Aztec Landscaping, Inc. for Landscape Maintenance Services throughout the City.

OPTIONS:

- Adopt Resolution No. 2025-024; or
- Provide direction to the City Manager to take a specific action; or
- Request additional information and an additional report.

BACKGROUND/ANALYSIS:

This resolution would renew the City's Landscape Maintenance contract for Palm Avenue (Old Highway 75), Old Palm Avenue, Imperial Beach Boulevard and includes the monthly maintenance of 12 storm drain easements.

Aztec would be conducting weekly maintenance of Palm Avenue and Old Palm Avenue and Imperial Beach Boulevard, which includes litter and weed removal. Three times a year, Aztec would be cutting back overgrown vegetation and fertilize shrubs and groundcover. On a monthly basis, Aztec would be maintaining the 12 storm drain easements within the City.

Pursuant to City of Imperial Beach Municipal Code Chapter 3.04.190, the City may purchase supplies, services and equipment by contract, arrangement and agreement by cooperative purchasing programs when the administering agency has made its purchasing contract in a competitive manner.

In March of 2024, the City of Chula Vista issued a competitive solicitation for complete landscape maintenance for selected Parkways and Medians. After a review of the proposals by the City of Chula Vista, Aztec Landscaping, Inc. was determined to be the lowest responsible bidder and a contract was awarded to Aztec Landscaping, Inc. The Aztec Landscaping, Inc. scope of work and rates for the City Landscape Maintenance Services are provided as Attachment 2.

For the City's Landscape Maintenance Program, piggybacking on a larger city's contract generally affords better pricing based on their aggregate contract volume. For several years, Aztec Landscaping, Inc. has continued to provide quality service to the City throughout the duration of its contract. Staff recommends authorizing the City Manager or designee to execute a three-year contract with two, one-year optional extensions with Aztec Landscaping, Inc. for a base bid amount of \$131,750.88 per year with an annual CPI adjustment.

ENVIRONMENTAL DETERMINATION:

This project is categorically exempt in accordance with CEQA article 15301. (h) – Maintenance of existing landscaping, native growth and water supply reservoirs.

FISCAL IMPACT:

This maintenance project is funded through the Streets Division and Storm Water Division O&M 2-year budget (FY26 & FY27)

Contract Budget:

Street Department, Maintenance & Repair (Palm Avenue, Old Palm Avenue and Imperial Beach Boulevard)	101-5010-431.2801	\$ 97,430.88
Storm Water Department, Maintenance & Repair (12-Storm Drain Easements)	101-5050-435.2801	<u>\$ 34,320.00</u>
TOTAL		\$131,750.88

ATTACHMENTS:

1. Resolution No. 2025-024
2. Aztec Landscaping, Inc. Proposal dated May 15, 2025