

**LOS ANGELES PUBLIC LIBRARY
BOARD REPORT**

July 28, 2022

TO: Board of Library Commissioners

FROM: John F. Szabo, City Librarian

SUBJECT: **AWARD OF FOUR (4) CONTRACTS FOR AS-NEEDED LIBRARY
LANDSCAPE MAINTENANCE AND/OR REPAIR SERVICES**

A. RECOMMENDATIONS:

THAT the Board of Library Commissioners ("Board"):

1. Award a contract, substantially in the form on file, to Mariposa Landscapes, Inc., to provide as-needed landscape maintenance and/or repair services at the seventy-two (72) branch libraries, with a term to end on July 12, 2024, and a contract amount not to exceed \$1,000,000 per fiscal year. No amount of work will be guaranteed and the work shall be awarded on an as-needed basis.
2. Award a contract, substantially in the form on file, to Martinez Landscape Co., Inc., to provide as-needed landscape maintenance and/or repair services at the seventy-two (72) branch libraries, with a term to end on July 14, 2024, and a contract amount not to exceed \$1,000,000 per fiscal year. No amount of work will be guaranteed and the work shall be awarded on an as-needed basis.
3. Award a contract, substantially in the form on file, to Sani Group Inc., DBA BMC Landscape Management Inc., to provide as-needed maintenance and/or repair services at the seventy-two (72) branch libraries, with a term to end on July 14, 2024, and a contract amount not to exceed \$1,000,000 per fiscal year. No amount of work will be guaranteed and the work shall be awarded on an as-needed basis.
4. Award a contract, substantially in the form on file, to Waste Unlimited, Inc., DBA S&D Landscaping Services, to provide as-needed landscape maintenance and/or repair services at the seventy-two (72) branch libraries, with a term to end on July 12, 2024, and a contract amount not to exceed One-Million Dollars (\$1,000,000) per fiscal year. No amount of work will be guaranteed and the work shall be awarded on an as-needed basis.
5. Find, in accordance with Charter Sections 371(e)(10) and 1022, and Los Angeles Administrative Code Section 10.15(a)(10), that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work

performed by an independent contractor than by City employees; and that the Library is able to enter into contracts with the Contractors pursuant to Charter Section 371(e)(8) and Los Angeles Administrative Code Section 10.15(a)(8) as the contracts are based on Department of Recreation and Parks contracts, which are current and in effect, and meet the needs of the Library.

6. Authorize the City Librarian and City Attorney to make technical changes, if needed, to the contracts.
7. Authorize the President of the Board of Library Commissioners to execute the contracts upon completion of the Mayor's Office review in accordance with Executive Directive No. 3.
8. Adopt the attached Resolution regarding the award and execution of the four (4) contracts for as-needed landscape maintenance and/or repair services at the seventy-two (72) branch libraries.

B. STATEMENT OF FACTS:

1. The Library owns various facilities throughout the City of Los Angeles and is responsible for the landscape maintenance and/or repairs of the grounds and infrastructure. The Library ensures that branch libraries within their respective communities are well maintained, clean, safe and represent the City in a positive manner.
2. In 2015, the Department of Recreation and Parks (RAP), which had previously performed landscape maintenance at the seventy-two (72) branch libraries, informed the Library of its intent to cease providing the service due to the lack of available staff. RAP allowed the Library to use existing RAP landscape maintenance contracts to provide mowing, trimming of trees and shrubbery, trash removal and general landscape maintenance services.
3. On February 21, 2018, the RAP Board awarded contracts to four (4) landscape maintenance contractors that responded to a Request for Qualifications (RFQ) that was released and administered by RAP staff (RAP Board Report No. 18-034).
4. On April 11, 2019, the Library Board utilized the RAP process and awarded contracts to four (4) landscape maintenance contractors as in 2019 (Library Resolution No. 2019-17 [C-14]) for a term of three (3) years:
 - American Heritage Landscape
Contract No. 820 (C-134238) / Expires on 10/16/2022
 - Mariposa Landscape, Inc.
Contract No. 818 (C-133828) / Expires on 8/28/2022
 - Sani Group Inc., DBA BMC Landscape Management, Inc.

Contract No. 819 / Expires on 8/28/2022

- Waste Unlimited, Inc., DBA S&D Landscaping Services
Contractor decided to not execute contract

5. On January 28, 2021, RAP released a new Request for Qualifications (RFQ) for as-needed landscape maintenance and/or repair services. On March 10, 2021, RAP received four responses to the RFQ. On May 20, 2021, the RAP Board awarded the following four (4) contracts for a term of three (3) years (RAP Board Report No. 21-088):
 - Mariposa Landscape, Inc.
RAP Contract No. 3821 / Executed on 7/13/2021
 - Martinez Landscape Co., Inc.
RAP Contract No. 3822 / Executed on 7/15/2021
 - Sani Group Inc., DBA BMC Landscape Management, Inc.
RAP Contract No. 3823 / Executed on 7/15/2021
 - Waste Unlimited, Inc., DBA S&D Landscaping Services
RAP Contract No. 3824 / Executed on 7/13/2021
6. Library staff requests Board authorization to use the four (4) aforementioned existing RAP contracts, which are current and in effect, to provide as-needed landscape maintenance and/or repair services to the seventy-two (72) branch libraries. Duties include, but are not limited to the following: mowing of lawns; pruning of shrubs and bushes; stump removal; tree trimming and/or removal; irrigation installation, replacement or repairs; and removal of trash and other debris.
7. The Library does not have the appropriate staff in its employ to perform the landscape maintenance and/or repair services at the seventy-two (72) branch libraries. Staff therefore requests, in accordance with Charter Sections 371 (e)(10) and 1022, that the Board find that it is more feasible to have the work performed by independent contractors.
8. Funds are available in Contractual Services Account 3040 and in Trust Fund 831 to compensate the Contractors for services in accordance with the Agreements.
9. The contracts have been reviewed by the City Attorney and are ready to be transmitted for processing.

Attachments

Project Manager: Eloisa Sarao, Director of Facility Planning and Maintenance

Prepared by: Heather Smith, Assistant Business Manager
Robert Morales, Senior Management Analyst (Retired)

Reviewed by: Madeleine M. Rackley, Business Manager

Revised

RESOLUTION

July 28, 2022

LIBRARY RESOLUTION NO. 2022-XX

WHEREAS, The Library owns various facilities throughout the City of Los Angeles and is responsible for the landscape maintenance and/or repairs of the grounds and infrastructure. The Library ensures that branch libraries within their respective communities are well maintained, clean, safe and represent the city in a positive manner; and

WHEREAS, On May 20, 2021, the Board of Recreation and Park Commissioners awarded contracts to the following Contractors which resulted from an RFQ process conducted by the Department of Recreation and Parks (RAP) staff: (1) Mariposa Landscapes, Inc. (Contract No. 3821); (2) Martinez Landscape Co., Inc. (Contract No. 3822); (3) Sani Group Inc., DBA BMC Landscape Management, Inc. (Contract No. 3823); and, (4) Waste Unlimited, Inc. DBA S&D Landscaping Services (Contract No. 3824); and

WHEREAS, On July 28, 2022, Library staff requested that the Board award and execute contracts with the four (4) aforementioned RAP Contractors to provide landscape maintenance and/or repair services at the seventy-two (72) branch libraries; Mariposa Landscapes, Inc. and Waste Unlimited, Inc. DBA S& D Landscaping Services for a term to end on July 12, 2024 and Martinez Landscape Co., Inc. and Sani Group Inc., DBA BMC Landscape Management, Inc. for a term to end on July 14, **2024**, with a contract amount not to exceed \$1,000,000 per fiscal year (July 1 – June 30). Duties include, but are not limited to, the following: mowing of lawns; pruning of shrubs and bushes; stump removal; tree trimming and/or removal; irrigation installation, replacement or repairs; and removal of trash and other debris; and

WHEREAS, On July 28, 2022, the Board of Library Commissioners (Board) found, in accordance with Charter Sections 371(e)(10) and 1022, and Los Angeles Administrative Code Section 10.15(a)(10), that the services to be provided are professional, expert, and technical services of a temporary and occasional nature, and that it is more feasible to have this work performed by an independent contractor than by City employees; and that the Library is able to enter into contracts with the Contractors pursuant to Charter Section 371(e)(8) and Los Angeles Administrative Code Section 10.15(a)(8) as the contracts are based on RAP contracts, which are current and in effect, and meets the needs of the Library; and

WHEREAS, Funds are available to compensate the Contractors for services in accordance with the Agreements.

THEREFORE, BE IT RESOLVED, That the Board adopt the recommendations and findings of the City Librarian's Board Report and approve the four (4) contracts for landscape maintenance and/or repair services at the seventy-two (72) as stated in the report; and

FURTHER RESOLVED, That the Board authorize the City Librarian and the City Attorney to make technical changes, if needed, to the contracts; and

FURTHER RESOLVED, That the Board authorizes Board President to execute the four (4) contracts to provide landscape maintenance and/or repair services at the seventy-two (72) branch libraries upon the completion of the Mayor's Office review in accordance with Executive Directive No. 3.

This is a true copy:

Raquel M. Borden
Board Executive Assistant
Adopted by the following votes:

AYES:

NOES:

ABSENT: