

**REPORT/RECOMMENDATION TO THE BOARD OF SUPERVISORS
OF SAN BERNARDINO COUNTY
AND RECORD OF ACTION**

May 20, 2025

FROM

DON DAY, Director, Project and Facilities Management Department

SUBJECT

Amendment to Contract with Z&T Ventures, Inc., dba Service-Scape, Inc. for Landscaping Services

RECOMMENDATION

Approve **Amendment No. 2 to Contract No. 22-289** with Z&T Ventures, Inc., dba Service-Scape, Inc., to provide landscaping services, increasing the contract amount by \$654,403 from \$941,075 to \$1,595,478, and extending the contract term by two years, for the total term of July 1, 2022 through June 30, 2027.

(Presenter: Don Day, Director, 387-5000)

COUNTY AND CHIEF EXECUTIVE OFFICER GOALS & OBJECTIVES

Promote the Countywide Vision

Operate in a Fiscally-Responsible and Business-Like Manner.

FINANCIAL IMPACT

Approval of the recommended amendment will not require additional Discretionary General Funding (Net County Cost). The increase of \$654,403 for Contract No. 22-289 (Contract) with Z&T Ventures, Inc. dba Service-Scape (Service-Scape), will not exceed a total of \$1,595,478 for the period of July 1, 2022 through June 30, 2027. The annual costs are reflected in the table below, and will not increase during the term of the contract:

Fiscal Year	Contract	Amendment No. 1	Amendment No. 2	Total Cost
2022-23	\$295,680	-	-	\$295,680
2023-24	\$295,680	\$695	-	\$296,375
2024-25	\$295,680	\$ 8,340	-	\$304,020
2025-26	-	-	\$319,221	\$319,221
2026-27	-	-	\$335,182	\$335,182
Irrigation Repair (not to exceed)	\$45,000	-	-	\$45,000
Total Cost	\$932,040	\$ 9,035	\$ 654,403	\$1,595,478

Landscaping contract charges are either reimbursed by County departments that occupy the facilities based on an average cost per square-foot multiplied by the percentage of usable space each department occupies, or they are billed as requisition work to County departments for facilities not charged a per-square-foot cost for landscaping services. Sufficient appropriation is included in the 2024-25 Project and Facilities Management Department (PFMD) budget (7304001000) and will be included in future recommended budgets.

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BACKGROUND INFORMATION

On April 26, 2022 (Item No. 46), as the result of a competitive procurement (Request for Proposal No. FMD122-FM-4356), the Board of Supervisors (Board) approved Contract No. 22-289 with Service-Scape, in an amount not to exceed \$932,040, for the period of July 1, 2022 through June 30, 2025, to provide routine landscaping services at multiple County locations.

On May 21, 2024 (Item No. 55), the Board approved Amendment No. 1 to Contract No. 22-289 with Service-Scape, to provide landscaping services at one additional location and increase the contract amount by \$9,035 for a total amount not to exceed \$941,075, with no change to the period of July 1, 2022 through June 30, 2025.

Approval of Amendment No. 2 to Contract No. 22-289 with Service-Scape will increase the contract in the amount of \$654,403 from \$941,075 to \$1,595,478, and extend the contract period by two years, for the total period of July 1, 2022 through June 30, 2027. The department recommends approval of Amendment No. 2 allowing Service-Scape to continue providing routine landscaping services at multiple County locations.

PROCUREMENT

N/A

REVIEW BY OTHERS

This item has been reviewed by County Counsel (Kaleigh Ragon, Deputy County Counsel, 387-5455) on April 11, 2025; Purchasing (Ariel Gill, Lead Buyer, 777-0722) on March 31, 2025; Project and Facilities Management Department (Jennifer Costa, Chief of Facilities Management, 387-2920) on April 10, 2025; Finance (Eduardo Mora, Administrative Analyst, 387-4376) on April 30, 2025; and County Finance and Administration (Paloma Hernandez-Barker, Deputy Executive Officer, 387-5423) on May 4, 2025.

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Record of Action of the Board of Supervisors
San Bernardino County

APPROVED (CONSENT CALENDAR)

Moved: Joe Baca, Jr. Seconded: Curt Hagman
Ayes: Col. Paul Cook (Ret.), Dawn Rowe, Curt Hagman, Joe Baca, Jr.
Absent: Jesse Armendarez

Lynna Monell, CLERK OF THE BOARD

BY 
DATED: May 20, 2025



cc: PFMD - Ayala w/agree
Contractor - c/o PFMD w/agree
File - w/agree
MBA 05/27/2025