



# AGENDA STAFF REPORT

Control: 26001147

**MEETING DATE:** 05/19/2026

**LEGAL ENTITY TAKING ACTION:** Board of Supervisors

**BOARD OF SUPERVISORS DISTRICT(S):** District 3 and District 4

**SUBMITTING AGENCY/DEPARTMENT:** OC Community Resources

**DEPARTMENT CONTACT PERSON(S):** Dylan Wright, 714-480-2788  
Pam Passow, 714-973-6650

**SUBJECT:** Retroactive Amendment to Citrus and Avocado Orchard Maintenance Services Contract

CEO CONCUR	COUNTY COUNSEL REVIEW	CLERK OF THE BOARD
Concur	Approve agreement to form	DISCUSSION 3 Votes Board Majority

<b>Budgeted:</b> Yes	<b>Current Year Cost:</b> \$76,395	<b>Annual Cost:</b> N/A
<b>Staffing Impact:</b> No		<b>Sole Source:</b> No
<b>Current Fiscal Year Revenue:</b> N/A	<b>Funding Source:</b> OC Parks Fund 405: 100%	<b>County Audit in Last 3 years:</b> No
<b>Levine Act Review Completed?</b> Yes		
<b>Prior Board Action:</b> N/A		

**RECOMMENDED ACTION(S):**

Approve retroactive Amendment No. Three and authorize the County Procurement Officer or Deputized designee to amend contract with RT’s Landscaping, Inc. dba Tapia Landscaping for Citrus and Avocado Orchard Maintenance Services to increase the contract not-to-exceed amount by \$76,395 for a new cumulative not-to-exceed amount of \$1,071,395, for the term of June 2, 2022, through June 1, 2027.

**SUMMARY:**

Retroactive approval of Amendment No. Three to the contract with RT'S Landscaping, Inc. dba Tapia Landscaping will allow OC Community Resources/OC Parks to compensate contractor for citrus and avocado orchard maintenance services at County parks facilities.

**BACKGROUND INFORMATION:**

OC Community Resources/OC Parks (OCCR/OC Parks) utilizes the services of contractors to perform citrus and avocado orchard/grove maintenance services (Services) at Irvine Ranch Historic Park, Santiago Oaks Regional Park and George Key Ranch Historic Park. The Services include, but are not limited to, irrigation system maintenance, raking of plant debris, fertilization, tree pruning and harvest of citrus and avocados fruits from trees. An analysis was completed to verify the contract provides County with persons specially trained, experienced, expert and competent to perform the special services in accordance with the law. OCCR/OC Parks is currently contracted with RT’s Landscaping, Inc. dba Tapia Landscaping (Contractor) for Services. The following table details the recent history of

OCCR/OC Parks’ Services contract with Contractor:

<b>Board Date</b>	<b>Contract/ Amendment Number</b>	<b>Term</b>	<b>Maximum Obligation</b>	<b>Board Action</b>
Administratively Executed on 4/15/2022	Contract # MA-012-22011291	6/2/2022 – 6/1/2027	\$995,500	Administratively executed on 4/15/2022 in an amount not to exceed \$199,000 annually.
Administratively Executed on 11/6/2023	Amendment Number 1	6/2/2022 – 6/1/2027		Revised Additional Terms and Conditions to align with County standards.
Administratively Executed on 12/31/2024	Amendment #2	12/31/2024 – 6/1/2027		Revised Additional Terms and Conditions to update Contractor’s name and contact information.

Staff were advised by the Contractor that additional service frequency was needed to maintain the health of the citrus and avocado groves at OC Parks facilities. Staff approved the higher service levels, and services continued at the higher frequency without an increase to the contract's not to exceed amount. Once it was identified that the contract had reached its capacity, OCCR/OC Parks directed the vendor to stop all additional work. OC Parks is implementing improved communication and oversight measures to ensure contract needs are clearly identified and addressed in a timely manner moving forward.

OCCR/OC Parks is requesting retroactive Board approval of Amendment No. Three and authorization for the County Procurement Officer or Deputized designee to amend Contract with Contractor to increase the Contract not-to-exceed amount by \$76,395 for a new cumulative total not-to-exceed amount of \$1,071,395, for the term of June 2, 2022, through June 1, 2027. This increase is needed to compensate Contractor for the services inadvertently rendered during Years Three and Four of the Contract.

The Contractor has performed satisfactorily under the Contract, and approval of this Amendment is recommended to compensate the Contractor for services rendered. This Contract does not include subcontractors or pass through to other providers. See Attachment C for Contract Summary Form. The Orange County Preference Policy is not applicable to this contract amendment.

The Board is requested to retroactively increase the Contract’s not to exceed amount by \$76,395. Through the County Procurement Office, OCCR/OC Parks staff have taken the required training and assessments related to retroactive contract policy to prevent future issues.

**Compliance with CEQA:** This action is not a project within the meaning of the California Environmental Quality Act (CEQA) Guidelines Section 15378 and is therefore not subject to CEQA, since it does not have the potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. The approval of this agenda item does not commit the County to a definite course of action in regard to a project since it is an approval of an amendment to retroactively increase the Contract’s not to exceed amount to compensate for the additional services rendered inadvertently during Years Three and Four of the Contract. This proposed activity is therefore not subject to CEQA. Any future action connected to this approval that constitutes a project will be reviewed for compliance with CEQA.

**FINANCIAL IMPACT:**

Appropriations for this Amendment are included in OC Parks Fund 405 FY 2025-26 Budget.

**STAFFING IMPACT:**

N/A

**REVIEWING AGENCIES/DEPARTMENTS:**

N/A

**ATTACHMENTS:**

Attachment A - Amendment No. Three to Contract MA-012-22011291

Attachment B - Invoices for Contract Years Three and Four

Attachment C - Contract Summary Form