



**AGENDA REPORT**  
**SAN CLEMENTE CITY COUNCIL MEETING**  
 Meeting Date: December 4, 2012

Agenda Item 9B  
**Approvals:**  
 City Manager [Signature]  
 Dept. Head [Signature]  
 Attorney \_\_\_\_\_  
 Finance \_\_\_\_\_

**Department:** Beaches & Parks Maintenance  
**Prepared By:** Dennis Roger Reed, Beaches & Parks Maintenance Manager

**Subject:** *DIRECTION FOR MAINTENANCE CONTRACTS.*

**Summary:** The majority of Beaches and Parks Maintenance contracts have an end date of June 30, 2013. The intention of this report is to:

- Provide new offers by current contractors seeking extensions;
- Seek direction as to whether Council wants to entertain extensions to current contracts, or go to bid; and
- Suggest a new categorization as to how to bid the park contract if directed to do so.

As of this date, the City of San Clemente does not have a policy that stipulates how often professional service contracts need to be bid, nor has past practice provided direction to bid every five years. Contracts were bid in 1994. In 2000, City Council directed staff to negotiate with current contractors and extended all contracts. The majority of contracts were bid in 2005, and the majority were extended after negotiations with the contractors in 2010. All current contract holders have expressed a desire for contract extensions, and all current contract holders are doing acceptable work at this time.

Contract	Holder	Base Annual Contract	New Offers
Park Maintenance	TruGreen LandCare	\$694,920	5% contract cut
Beach Maintenance	TruGreen LandCare	\$95,054	5% contract cut
Streetscape Maintenance	TruGreen LandCare	\$154,618	5% contract cut
Beach and Park Restroom Maintenance	TruGreen LandCare	\$130,782	5% contract cut
Negocio Facilities Landscape Maintenance	TruGreen LandCare	\$4,134	5% contract cut
Tree Maintenance	Rod's Tree Service	\$250,624	10% additional service
Steed Park Landscape Maintenance	E. Stewart & Associates	\$82,800	12% additional service

Beach Trail Maintenance	E. Stewart & Associates	\$46,248	
Inland Trail Maintenance	E. Stewart & Associates	\$5,280	
Beach Equipment Operator	E. Stewart & Associates	\$15,000	
Landscape Rodent Control	Animal Pest Management	\$21,734	
Sidewalk Pressure Washing	Bonanza Mobile Wash	\$13,000	
*Beach Trail Fence Repair	Fitzpatrick Construction	\$15,000	
*Playground Maintenance	Lippert Construction	\$54,000	

\* The City Attorney recently opined that these two contracts should be Public Works/Construction Contracts rather than Professional Services Contracts; therefore, they will need to be re-bid at the end of current term.

**Current contractor new offers:**

- Tree Maintenance Contract: Rod’s Tree Service has offered to add 10% more trees to their service level if their Tree Maintenance contract can be extended for five years. This translates into approximately \$25,060 in additional service.
- Steed Park Landscape Maintenance: E. Stewart and Associates have offered to include the maintenance of the adjacent Ralphs Skate Court and the Dog Parks at no additional cost if the Steed contract is extended five years. This equates to a 12% compensation cut, and would save the City approximately \$11,000 annually in current contract costs. These two facilities are now within the Parks Maintenance contract.
- Park Maintenance, Beach Maintenance, Streetscape Maintenance, Beach & Park Restroom Maintenance: These contracts are held by TruGreen LandCare, and they have offered to take a 5% across the board cut on these contracts if extended for five years. This would represent an annual savings of approximately \$54,000.

**History:**

Most of these contracts were initially five-year contracts, extended for two years by the City Council in 2010. The most recent similar City Council action was the five-year extension by the City Council of E. Stewart & Associates contracts for Graffiti Abatement

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and Weed Abatement on March 6 of this year. These contracts were extended with no change in compensation.

Park Maintenance, TruGreen LandCare: They were low bidder in 2008 and have done a credible job. Firm has offered 5% reduction in cost if contract is extended five years.

Beach Maintenance, TruGreen: They were low bidder in 2005 and have done a credible job. Firm has offered 5% reduction in cost if contract is extended five years.

Streetscape Maintenance, TruGreen: They were low bidder in 2005 and have done a credible job, especially in the T-Zone area. Firm has offered 5% reduction in cost if contract is extended five years.

Beach and Park Restroom Maintenance, TruGreen: They were low bidder in 2005, and have done a credible job. Firm has offered 5% reduction in cost if contract is extended five years.

Negocio Facilities Landscape, TruGreen: They were low bidder in 2006, and have done a credible job. Firm has offered 5% reduction in cost if contract is extended five years.

Tree Maintenance Contract, Rod's Tree Service: Rod's Tree Service has held the Tree Maintenance contract since 1979, and their work has been exemplary during that time. Firm has offered 10% additional services if contract is extended five years.

Steed Park Landscape Maintenance Contract, E. Stewart & Associates: Stewart and Associates have held this contract since the park renovation in 2008 and were significantly low bidders, with their two closest competitors at double and triple Stewart's cost. Firm has offered to include maintenance of adjacent skate park and dog parks at no cost if contract is extended five years, translating to approximately \$11,000 in annual savings.

Beach Trail Maintenance Contract, E. Stewart & Associates: San Clemente's Beach Trail has been far more popular than anyone expected. The cornerstones of this contract are daily cleanups and response to graffiti or vandalism, and annual grading and surface repair. E. Stewart & Associates were low bidders in 2008, with their two closest competitors at double and triple Stewart's cost. Stewart's performance on the Beach Trail has remained well above standards.

The Inland Trails Contract, E. Stewart and Associates: They have done a credible job, and were *significantly* lower than the competition when last bid in 2005.

Beach Equipment Operation Contract, E. Stewart & Associates: They have performed very well in this capacity with the "specific needs" City owned equipment used in this contract.

Landscape Rodent Control, Animal Pest Management (APM): The City has contracted for Landscape Rodent Control with APM since 1991, with several contract extensions and

two occasions where the contract was bid, and they remained low bidder. Their current prices are actually lower than their original 1991 bid.

Sidewalk Pressure Washing, Bonanza Mobile Wash: Since their low bid in September of 2010, they have performed their duties professionally.

**Bidding Sports Field Parks Separately if Directed to Bid:**

The manner in which parks are bid could be changed. Parks with sports fields have much greater demands for service than passive parks. The City could group parks with sports fields (Steed, Tierra Grande, Liberty, Talega, Bonito Canyon, Vista Bahia, Forster Ranch and San Gorgonio) and could bid these as one package, while passive parks or government landscape could be in another package. (San Luis Rey, all beach accesses, Leslie, T-Street, Parque del Mar, City Hall, Community Center, Senior Center, Library, Linda Lane, Negocio facilities, Ole Hanson Beach Club, Max Berg Plaza Park, Metrolink Platform, Verde, Rancho San Clemente, Mira Costa, Marblehead, Ralphs Skate Court, and the Dog Parks). Division could create more specific work. Sports fields require specialized equipment and expertise. However, cost savings may be less unless firms are allowed to bid on both contracts. E. Stewart & Associates are not interested in bidding this type of larger contract, and their contract at Steed would end if this tact is taken.

*If directed to bid the parks contract, staff recommends bidding two separate contracts; one for sports field parks and one for passive parks and government landscape as detailed above.*

**Staff recommendations:**

Overall, current contractors are doing suitable work, and the proposed cuts or service increases would greatly benefit the City. Recent bids, such as for the Vista Hermosa Sports Park, show that even in today's competitive market, current contractors such as TruGreen LandCare have been the low bidders. Re-bidding any of the maintenance contracts at this time does not insure savings over the contractors' proposed amounts. As such, staff recommends that the new offers be taken, and that extensions be negotiated with current contractors.

***Recommended***

***Action:***

STAFF RECOMMENDS THAT the City Council direct staff to:

1. Negotiate extensions of all current maintenance contracts scheduled to end on June 30, 2013, with the exception of the Beach Trail Fence Repair and Playground Maintenance contracts, as they need to be re-bid as Public Works Contracts. Staff will return to the City Council for awards; or
2. Rebid all current maintenance contracts; or
3. Re-bid particular contracts and extend the remaining.

***Fiscal Impact:***

If extended, based on offers from three existing contractors, less funding would be required in the next fiscal year, with approximately \$65,000 in annual savings and \$25,000 in additional services.

***Attachments:***

None

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**Notification:** TruGreen LandCare  
E. Stewart & Associates  
Rod's Tree Service  
Animal Pest Management  
Bonanza Mobile Wash  
Lippert Construction  
Fitzpatrick Construction

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