



AGENDA REPORT

SAN CLEMENTE CITY COUNCIL MEETING
Meeting Date: September 4, 2018

Agenda Item	<u>9-E</u>
Approvals:	
City Manager	<u>[Signature]</u>
Dept. Head	<u>[Signature]</u>
Attorney	<u>[Signature]</u>
Finance	<u>[Signature]</u>

Department: Public Works
Prepared By: Tom Bonigut, Public Works Director/City Engineer
 Randy Little, Maintenance Manager

Subject: *APPROVAL OF PUBLIC WORKS MAINTENANCE CONTRACTS.*

Fiscal Impact: Yes. The pro-rated contract amounts for the remainder of the current fiscal year will be within the approved FY 2019 budget. However, the proposed contracts have been adjusted to reduce contract amounts typically reserved to support special events. Staff will closely monitor these costs but additional funds might be needed later in the fiscal year depending on the number of special events and types of services needed to support them. Beginning in FY 2020, it is estimated that about an additional \$250,000 from the General Fund over the current FY 2018 aggregate budget amount will be needed to fund these maintenance contracts. The contracts reflect current market conditions and now include prevailing wage rates as required by State law.

Summary: This action is to approve new multi-year contracts for various Public Works maintenance services as further discussed below.

Discussion: In June the City Council approved temporary extensions (up to six months) for a number of Public Works maintenance contracts that were set to expire at the end of FY 2018. Since then, staff has completed the process to solicit proposals and recommend maintenance contractors for most of these contracts for the next contract period. With the recent proposal solicitations, staff took the opportunity to consolidate and re-organize the old contracts into more logical groupings of related work. The attached table shows how the old contracts were consolidated, and also lists the recommended contractors that would provide these services for the next three years. All of the contracts include options to add up to two (2), one-year extensions for a maximum term of five years on each contract. However, these extension would require advance City Council approval to extend the term and approve the corresponding cost.

The solicitation requested proposed costs for three fiscal years starting with the current FY 2019 (i.e. July 1, 2018). Since the new contracts would start on November 1, 2018 if approved by the City Council, the table presents a pro-rated FY 2019 contract amount based on eight months remaining in the current fiscal year. Almost all contracts include a base component for ongoing, routine maintenance services, plus a supplemental amount that is similar to a contingency amount and used as-needed to support various special events, athletic events, unplanned damage repair, etc. Supplemental amounts for FY 2019 have been reduced from prior years, which might impact the ability to support special events or perform additional as-needed

services. Also, if the contracts are approved by the City Council, staff will make adjustments to a number of individual program line items to ensure each contract is properly funded, but the total aggregate amount will not exceed to current FY 2019 budget approved by the City Council. Finally, the table also shows the expected costs for the remaining two years of the initial contract (i.e. FY 2020 and FY 2021) and the expected total three-year cost for each contract. Note that the Water Facilities landscape contract is funded by the Water Fund and not the General Fund. Also, staff is in process to solicit bids for street sweeping and street sweeping parking enforcement, but these are funded by the Clean Ocean Fund.

Recommended

Action:

STAFF RECOMMENDS THAT the City Council approve and authorize the City Manager to:

1. Execute a maintenance agreement with PSFM for infields and track maintenance with an agreement end date of June 30, 2021 and a maximum agreement amount of \$1,202,680;
2. Execute a maintenance agreement with Animal Pest Management for landscape rodent control with an agreement end date of June 30, 2021 and a maximum agreement amount of \$111,300;
3. Execute a maintenance agreement with Ed Stewart & Associates or city trail maintenance with an agreement end date of June 30, 2021 and a maximum agreement amount of \$333,912;
4. Execute a maintenance agreement with Colts for parks maintenance (west of I-5 parks with an agreement end date of June 30, 2021 and a maximum agreement amount of \$1,451,248;
5. Execute a maintenance agreement with Priority for parks maintenance (east of I-5 parks) with an agreement end date of June 30, 2021 and a maximum agreement amount of \$2,174,504;
6. Execute a maintenance agreement with Colts for beach, beach accesses, and pier maintenance with an agreement end date of June 30, 2021 and a maximum agreement amount of \$374,736;
7. Execute a maintenance agreement with Colts for streetscapes maintenance with an agreement end date of June 30, 2021 and a maximum agreement amount of \$581,504;
8. Execute a maintenance agreement with Greentech for water facilities landscape maintenance with an agreement end date of June 30, 2021 and a maximum agreement amount of \$117,400;
9. Execute a maintenance agreement with Lippert for playground safety inspections with an agreement end date of June 30, 2021 and a maximum agreement amount of \$87,531; and
10. Execute a maintenance agreement with Trinity for janitorial services (including exterior restrooms) with an agreement end date of June 30, 2021 and a maximum agreement amount of \$457,190.

Attachment: Contract summary table.

Notification: None.

Old Contract	New Contract	Recommended Vendor	Pro-Rated Contract Amount for FY19	FY20-21 Contract Amount	Three Year Total Contract Amount (FY19-21)
Steed Park Maintenance, VH	Infields & Track Maintenance	PSFM	\$306,920	\$895,760	\$1,202,680
Parks Maintenance					
Landscape Rodent Control	Same	Animal Pest Management	\$29,400	\$81,900	\$111,300
Beach Trail Fence Repair					
Beach Trail Maintenance	City Trail Maintenance	Ed Stewart & Associates	\$69,728	\$264,184	\$333,912
Inland Trails Maintenance					
Sea Summit Parks					
1100 ECR Maintenance, Community Center, Ole Hanson	West of I-5 Park Maintenance	Colts	\$347,822	\$1,103,426	\$1,451,248
Park Maintenance					
Park Maintenance					
Negocio (910 & 1030) Landscape	East of I-5 Park Maintenance	Priority	\$537,376	\$1,637,128	\$2,174,504
Steed Park Maintenance					
Vista Hermosa Sports Park Maintenance					
Beach Maintenance	Beaches, Accesses & Pier Maintenance	Colts	\$99,616	\$275,120	\$374,736
Streetscapes	Same	Colts	\$125,376	\$456,128	\$581,504
Water Facilities Landscape Maintenance	Same	GreenTech	\$28,600	\$88,800	\$117,400
Playground Maintenance	Playground Safety Inspection	Lippert	\$21,931	\$65,600	\$87,531
Sea Summit Restrooms	Janitorial Services including Exterior Restrooms	Trinity	\$104,505	\$352,685	\$457,190
Restroom Maintenance					
Janitorial Services					

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