



Council Agenda Report

Item 6j

Department: Public Works
Cost Center: 5006
For Agenda of: 10/19/2021
Placement: Consent
Estimated Time: N/A

FROM: Matt Horn, Public Works Director

Prepared By: Greg Cruce, Deputy Director – Maintenance Operations

SUBJECT: REQUEST FOR PROPOSALS FOR SUPPLEMENTAL STREET SWEEPING SERVICES

RECOMMENDATION

1. Authorize the advertisement of a Requests for Proposals for supplemental street sweeping services; and
2. Authorize the City Manager to award the street sweeping contract to the selected company.

DISCUSSION

Background

The Streets Maintenance Program within the Public Works Department provides street sweeping services to the community. The main purpose of the program is to maintain and keep clean City streets as well as reduce the contaminants that flow into the City's storm drain system. Clean streets also contribute to an aesthetically pleasing community. The program is currently supported by one staff member who works Monday through Thursday. The downtown core is swept each morning from 4:00 am - 7:00 am and after 7:00 am, other parts of the City are swept based upon the City's street sweeping schedule. Currently, the program sweeps approximately 8,500 curb-miles per year.

With the 2021-23 Financial Plan the City established Major City Goals (MCG) for:

- Economic Recovery, Resiliency and Fiscal Sustainability
- Diversity, Equity, and Inclusion (DEI)
- Housing and Homelessness
- Climate Action, Open Space and Sustainable Transportation

Street sweeping is a core services that allows the City to be responsive to each one of the City's MCG. For example, street sweeping supports Economic Recovery, Resiliency & Fiscal Sustainability by providing additional cleanliness to the downtown to assist in attracting visitors to downtown businesses. To support the Housing and Homelessness MCG, additional street sweeping is necessary because with more new housing, the quantity of public streets the City must maintain and sweep increases.

Additional street sweeping resources are needed to allow the City to implement Climate Action, Open Space and Sustainable Transportation since the number of protected bicycle and pedestrian improvement throughout the City will increase and all require routine cleaning. Finally, increased street sweeping addresses DEI in that additional street sweeping will keep bike lanes and bike infrastructure cleaner allowing for better access to low-cost transportation options for the community.

Currently, the City's street sweeping program is operating at maximum capacity and cannot increase the level of service within existing resources. With the 2021-23 Financial Plan, staff carefully evaluated how to best proceed with completing the additional work. After evaluating staffing, equipment needs, the necessity for fleet expansions, and fluctuating service needs, staff recommends pursuing contract services by advertisement of Request for Proposal (RFP) identified as 5006-2021-SS.

Sweeping Services:

The RFP categorizes the scope of work into three groups: street sweeping, downtown leaf litter cleaning, and protected bicycle and pedestrian sweeping. Different levels of service will be needed for each group in the scope of work and some of this work will need to occur in the early morning hours by multiple employees of the City's service providers. This will allow the vendors to safely clean the areas before pedestrian, bike, and vehicle traffic increases.

Fleet Expansion:

The current sweeping program is completed with one full-time street sweeper and one back-up sweeper. The back-up sweeper is used when the primary machine is out of service. Due to the age and emissions tier of the back-up sweeper, the City is restricted from operating this equipment more than 200 hours annually. The additional street sweeping need is expected to be far greater than 200 hours and would require the City to purchase a new street sweeper at a cost of approximately \$400,000.

Service Augmentation:

As the City expands and the dynamics of downtown evolve, the extent of services will vary. Using contract services, tools, equipment, and material allows the City to adjust the level of contract services provided to meet the needs of the community.

Policy Context:

The City's purchasing policy designates maintenance services as a General Services Purchase and requires issuance of a formal RFP document approved by the City Council for services with a cost greater than \$150,000. The current budget amount for supplemental street sweeping in the 2021-22 Financial Plan is \$250,000.

Public Engagement

This is an administrative item, so no outside public engagement was completed. Public comment can be provided to the City Council through written correspondence prior to the meeting and through public testimony at the meeting.

CONCURRENCE

The Administration and Utilities Department concur with these recommendations.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act does not apply to the recommended action in this report, because the action does not constitute a “Project” under CEQA Guidelines Sec. 15378.

FISCAL IMPACT

Budgeted: Yes

Budget Year: 2021-22

Funding Identified: Yes

Fiscal Analysis:

Funding Sources	Total Budget Available	Current Funding Request	Remaining Balance	Annual Ongoing Cost
General Fund	\$250,000	\$	\$	\$250,000
State				
Federal				
Fees				
Other:				
Total	\$250,000	\$	\$	\$250,000

The 2021-23 Financial (page 251) approved an ongoing operating budget change for \$250,000 to be used for supplemental street sweeping services. These funds were allocated in the Streets Maintenance Contract Services Account and will be used for new and additional street sweeping within the City, and to clean debris and leaf litter in the downtown core as well as protected pedestrian and bicycle improvements.

ALTERNATIVES

Deny or reduce work scope. The Council may choose to deny authorization for the RFP. Staff does not recommend this alternative as this would reduce the City’s ability to meet the street sweeping expectations of the community.

ATTACHMENTS

A – Request for Proposals Specification No. 5006-2021-SS