



City of Culver City

Staff Report

File #: 18-01051, Version: 1

Item #: C-5.

CC - Approval of an Agreement with Ron's Maintenance, Inc. for (1) Citywide Storm Drain Catch Basin Cleaning and Inspections in an Aggregate Amount Not-to-Exceed \$300,300 for a Term up to Three Years with Two One-Year Options; and (2) Transfer Station Urban Run-off Diversion System Cleaning in an Aggregate Amount Not-to-Exceed \$57,000 for a Term up to Three Years with Two One-Year Options.

Meeting Date: May 14, 2018

Contact Person/Dept: May Ng/PW Dept.

Phone Number: (310) 253-6406

Fiscal Impact: Yes No

General Fund: Yes No

Public Hearing: **Action Item:** **Attachments:**

Commission Action Required: Yes No **Date:**

Public Notification: (E-Mail) Meetings and Agendas - City Council (05/09/18);

Department Approval: Charles Herbertson, Public Works Director/City Engineer (05/03/18)

RECOMMENDATION

Staff recommends the City Council approve an agreement with Ron's Maintenance, Inc. for (1) Citywide Storm Drain Catch Basin Cleaning and Inspections, PZ-497 in an aggregate amount not-to-exceed \$300,300 for a term up to three years with two one-year options; and (2) Transfer Station Urban Run-off Diversion System Cleaning in an aggregate amount not-to-exceed \$57,000 for a term up to three years with two one-year options.

BACKGROUND/DISCUSSION

Citywide Storm Drain Catch Basin Cleaning

On January 2015, the City completed a project entitled "*Culver City Catch Basin Trash Excluder Insert Project*" by installing full-capture excluder inserts in 646 of 915 catch basins within the City to

reduce storm water pollution. Excluder insert installations at the remaining 269 catch basins was not feasible due to design limitations and the risk of localized flooding. This project was required for the City to comply with the Municipal Separate Storm Sewer Systems Permit (MS4 Permit) and Trash Total Maximum Daily Load regulations (TMDL) that requires zero trash to be discharged to Ballona Creek by September 2015.

The permit requires the City to clean and inspect all catch basins within City boundaries a minimum of three times during the rainy season and once during the dry weather season. The city is also required to clean and inspect the basins at frequencies deemed appropriate to mitigate flooding risks.

Transfer Station Urban Run-off Diversion System Cleaning

As a requirement of Transfer Station's Industrial General Permit, the City recently completed the construction of an Urban Run-off Diversion System that eliminates pollutants entering the Ballona Creek and diverts all urban run-off to the sanitary sewer system for treatment at City of Los Angeles' Hyperion Sewer Treatment Plant.

The Urban Run-off Diversion System requires a preventative maintenance program to ensure the system is operating efficiently and properly. Monthly cleaning and maintenance of the trench drains and diversion sumps minimizes the sediment build up and prevents sediments from entering the underground storage tanks and sanitary sewer system.

On December 4, 2015, the City entered into an agreement with Ron's Maintenance, Inc. to clean and inspect the catch basins monthly for 6 months during the rainy season (October-April) and once during the dry season (May-September) for a total of seven cleaning events.

Ron's Maintenance provided the same cost proposal for catch basin cleaning four times versus seven times. Therefore, staff elected to go with a more frequent maintenance program to ensure catch basins are free of debris, reduce the potential blockages due to trash build up, and to provide more trash removal data for annual reporting purposes.

Ron's Maintenance has been providing catch basin cleaning and inspections for the City since September 2013. They have been very responsive, reliable, and staff has been satisfied with their performance. Ron's Maintenance is willing to keep the existing cleaning prices unchanged for the next five years. Ron's Maintenance is currently under contract performing similar services with other agencies such as the County of Los Angeles and the City of Rancho Palos Verdes.

On November 9, 2017, the Gateway Water Management Authority (GWMA) recently advertised these services and received three bids, United Stormwater, Nationwide Environmental Services, and Ron's Maintenance. Ron's Maintenance was their lowest responsible bidder.

This procurement is exempted from formal bidding procedures per Culver City Municipal Code Section 3.07.045.G, which exempts bidding requirements where competitive bid procedures have already been utilized by the City, public agency or joint power agency and the goods or services are supplied to the City at the same or better price. Because the Citywide Storm Drain Catch Basin Cleaning and Inspection services by Ron's Maintenance, Inc. have previously undergone competitive bid procedures with the Gateway Water Management Authority (GWMA) and Ron's Maintenance, Inc. will supply the same goods or services at the same or better rate, this procurement meets this requirement.

Staff recommends the City Council approve an agreement with Ron's Maintenance, Inc. for Citywide Storm Drain Catch Basin Cleaning and Inspections in an amount not-to-exceed \$300,300 and Transfer Station Urban Run-off Diversion System Cleaning in an amount not-to-exceed \$57,000, including all fees and taxes, for a term up to three years with two one-year options.

FISCAL ANALYSIS

The cost for the Citywide Storm Drain Catch Basin Cleaning and Inspections is \$60,060 per year. There are sufficient funds appropriated in the City Council Adopted Budget for Fiscal Year 2017/18 (Account Number 43480000.730100.PZ497) to cover the cost of this procurement. The total not-to-exceed amount for the three years with two one-year options is \$300,300 and will be incorporated into future budgets annually.

The cost for the Transfer Station Urban Run-off Diversion System Cleaning is \$11,400 per year. There is sufficient funding available in the City Council Adopted Budget for Fiscal Year 2017/2018 (Account Number 20260410.600100) to fund the proposed agreement. The total not-to-exceed amount for the Three (3) Years with Two (2) one-year options term is \$57,000 and will be incorporated into future budgets annually.

ATTACHMENTS

None.

MOTION

That the City Council:

1. Approve an agreement with Ron's Maintenance, Inc. for (a) Citywide Storm Drain Catch Basin Cleaning and Inspections, PZ-497 for a term up to three years with two one-year options in an aggregate amount not-to-exceed \$300,300; and (b) Transfer Station Urban Run-off Diversion System Cleaning in an aggregate amount not-to-exceed \$57,000 for a term up to three years with two one-year options;
2. Authorize the City Attorney to review/prepare the necessary documents; and,
3. Authorize the City Manager to execute such documents on behalf of the City.