



Staff Report Details (With Text)

**File #:** 25-279      **Version:** 1      **Name:** Approval of an Amendment to the Existing Agreement with Woods Maintenance Services

**Type:** Minute Order      **Status:** Consent Agenda

**File created:** 9/10/2024      **In control:** City Council Meeting Agenda

**On agenda:** 10/14/2024      **Final action:**

**Title:** CC - CONSENT ITEM: Approval of an Amendment to the Existing Agreement with Woods Maintenance Services, Inc., for Cleanup and Abatement of Illegal Dumping in Encampments of Unhoused Persons to Extend the Term for Two Years in an Amount Not-to-Exceed \$162,800 Annually.

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:**

| Date | Ver. | Action By | Action | Result |
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**CC - CONSENT ITEM: Approval of an Amendment to the Existing Agreement with Woods Maintenance Services, Inc., for Cleanup and Abatement of Illegal Dumping in Encampments of Unhoused Persons to Extend the Term for Two Years in an Amount Not-to-Exceed \$162,800 Annually.**

**Meeting Date:** October 14, 2024

**Contact Person/Dept.:** Arames White-Shearin/City Manager’s Office

**Phone Number:** (310) 253-6022

**Fiscal Impact:** Yes  No       **General Fund:** Yes  No

**Attachments:** Yes  No

**Public Notification:** (E-Mail) Meetings and Agendas - City Council (10/09/2024)

**Department Approval:** John Nachbar, City Manager (10/07/2024)

**RECOMMENDATION**

Staff recommends that the City Council approve an amendment with Woods Maintenance Services Inc., for cleanup and abatement of illegal dumping in encampments of unhoused persons to extend the term for two years in an amount not-to-exceed \$162,800 annually over the term of the agreement.

## **BACKGROUND/DISCUSSION**

The City of Culver City has experienced various encampments of unhoused persons located throughout the City. These locations often include tents and other makeshift shelters in the public rights-of-way, underneath roadway overpasses, along creek beds, and in several industrial and open space areas. These encampments can create both health and environmental concerns for the individuals living there as well as for the surrounding community. Health concerns associated with homeless encampments include communicable disease due to unsanitary conditions and discarded biohazards and medical waste. Encampments with a significant number of unhoused persons can have adverse impacts on the natural environment due to trash and debris accumulation, hazardous materials and bio/medical waste, erosion, vegetation removal, and increased fire risks. These impacts potentially degrade water quality and the overall health of the watershed.

On November 19, 2020, the Public Works Department Environmental Programs Division released Request for Proposals (RFP) #2106 for maintenance services. Six proposals were received on January 7, 2021 via PlanetBids. Staff reviewed the proposals and determined Woods Maintenance's proposal ranked highest based on several factors including qualifications and experience, responsiveness to the scope of services, references, and pricing, as set forth in the RFP for the requested services. On February 8, 2021, the City Council approved an agreement with Woods Maintenance in an amount not to exceed \$162,800 annually through Fiscal Year 2023-2024. The City's agreement with Woods Maintenance went into effect on April 1, 2021.

The City currently has one outreach/service day scheduled each week along with on-call debris removal operations at various locations throughout the City. These operations include providing reasonable notice to individuals in encampments, and the identification and ultimate removal of discarded trash and debris, biohazardous and other illegally dumped waste material. Woods Maintenance has been instrumental during the outreach/service days over the last three and a half years. They work compassionately with the unhoused population while collecting trash and debris. Their staff is well trained in hazardous waste collection. City Sanitation Services provides non-hazardous, non-medical waste bins for collection of trash and debris. Weekly outreach/service days routinely fill several 3-yard dumpsters with debris. Larger "on-call" operations after fires or accumulation of bulky debris often fill 40-yard roll-off containers.

Prior to posting a site for debris removal, City outreach teams provide notification of the pending operation and offer supportive services and/or interim housing to the individuals who are camped at the site. Outreach to the site is made on a continual basis by the Mobile Crisis Team, the Health Care in Action Team, and the Tuesday outreach and service team until the day of the operation to provide an opportunity for unhoused individuals to access services and housing before the removal of items.

To assist in the effectiveness, administration, and efficiency of these operations, staff recommends approving an amendment to the agreement to extend the term of the City's existing agreement with Woods Maintenance for two years until June 30, 2024 in an amount not-to-exceed \$162,800 annually for services including graffiti abatement, pressure washing, biohazard handling, vegetation

and debris removal, and tree trimming (working along waterways).

### **FISCAL ANALYSIS**

The Adopted Budget for Fiscal Year 2024-2025 includes \$162,800 in funding in Account No. 10110100.619800 (City Manager's Office - Other Contractual Services) which can be found on page 146 of the Budget Book. Funding for the second year of the amendment will be included in the base budget for Fiscal Year 2025-2026.

### **ATTACHMENTS**

None.

### **MOTIONS**

That the City Council:

1. Approve an Amendment to the existing agreement with Woods Maintenance, Inc. for the cleanup and abatement of illegal dumping in encampments of unhoused persons to extend the term two years in amount not-to-exceed \$162,800 annually;
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.