



City of Culver City

Mike Balkman
Council Chambers
9770 Culver Blvd.
Culver City, CA 90232
(310) 253-5851

Staff Report

File #: 21-637, **Version:** 2

Item #: C-5

CC - Approval of a Four-Year Agreement with Woods Maintenance Services, Inc., for Cleanup and Illegal Dumping Abatement in Encampments of Unhoused Persons in an Amount Not-to-Exceed \$80,000 for FY 2020/2021 and an Annual Not-to-Exceed Amount of \$162,800 for FY 2021/2022 through FY 2023/2024.

Meeting Date: February 8, 2021

Contact Person/Dept: Daniel Pankau, Environmental Inspector, Environmental Programs & Operations Division, Public Works Department

Phone Number: (310) 253-6453

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 (02/04/2021)

Department Approval: Charles D. Herbertson, PW Director/City Engineer (01/28/2021)

RECOMMENDATION

Staff recommends the City Council approve a four-year agreement with Woods Maintenance Services Inc., for cleanup and illegal dumping abatement in encampments of unhoused persons in an amount not-to-exceed \$80,000 in FY 2020/2021 and an annual not-to-exceed amount of \$162,800 for FY 2021/2022 through FY 2023/2024.

BACKGROUND/DISCUSSION

The City of Culver City has various "encampments" of unhoused persons located throughout its 5.1 square mile border. These locations include tents and other makeshift shelters in the public right-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, 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, bio/medical waste, erosion, vegetation removal, and increased fire risks. These impacts potentially degrade water quality and the overall health of the watershed.

Encampments and the cleanups associated with them continue to expand throughout the City of Culver City. Over the past six years the workload of the City's current contractor AMBK, Inc., dba Bio SoCal has expanded each fiscal year. The City currently has one cleanup scheduled each week along with on-call cleanups at various locations throughout the city. These cleanups include providing reasonable notice of the cleanup to those individuals who reside there, and the identification and ultimate removal of discarded trash and debris, biohazardous and other illegally dumped or encampment waste material. City Sanitation provides non-hazardous, non-medical waste bins for collection of cleanup trash and debris. Weekly cleanups routinely fill several 3yrd dumpsters with debris. Larger "on call" cleanups after fires or accumulation of bulky debris often fill 40yrd roll-off containers.

Prior to posting cleanup of the sites, St. Joseph Center (SJC) Homeless Outreach Team provides notification of the pending cleanup and offer supportive services and/or temporary shelter to the individuals who reside at the site. Outreach to the site is on a continual basis by the SJC Team until the day of the cleanup to provide opportunity to access services and shelter before the removal of items.

To assist in the effectiveness, oversight and efficiency of these cleanup efforts, a formalized contract with a more robust scope of work that encompasses the expanded cleanup efforts and all services is needed. These additional services include graffiti abatement, pressure washing and tree trimming (working along waterways). Environmental Programs released RFP #2106 on November 19, 2020. Six proposals were received on January 7, 2021 via PlanetBids. Staff reviewed the proposals and determined per Culver City Municipal Code Section 3.07.065.D., Woods Maintenance's proposal ranked highest based on factors including qualifications and experience, responsiveness to the scope of services, references and pricing, as set forth in the RFP for the requested service.

FISCAL ANALYSIS

Funding for this agreement is budgeted for the remainder of FY 2020/2021 in account #10160460.6198000. Future funding is contingent upon budget authorization. The annual amount for FY 2021/2022 through 2023/2024 is not-to-exceed \$162,800, which includes a 10% contingency of \$16,280.

ATTACHMENTS

None.

MOTION

That the City Council:

1. Approve an Agreement with Woods Maintenance, Inc. for the cleanup and illegal dumping abatement in encampments of unhoused persons in and amount not to exceed \$80,000 for FY 2020/2021 and an annual not-to-exceed amount of \$162,800 for FY 2021/2022 through FY 2023/2024;
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.