

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: DEBORAH LAUCHNER, CHIEF FINANCIAL OFFICER
FINANCE DEPARTMENT
PAUL LOWENTHAL, ASSISTANT FIRE MARSHAL, FIRE
DEPARTMENT
JENNIFER MYLES, SENIOR BUYER, FINANCE DEPARTMENT
SUBJECT: CONTRACT AWARD – WEED AND RUBBISH ABATEMENT
SERVICES

AGENDA ACTION: MOTION APPROVAL

RECOMMENDATION

It is recommended by the Finance, Fire, and Recreation & Parks Departments that the Council, by motion, approve a two year contract with three 1-year renewal options for weed and rubbish abatement services to DeAngelo Brothers LLC, Sacramento, California, in the total amount not to exceed \$250,000.

EXECUTIVE SUMMARY

In an effort to reduce the fire hazard due to high dry weeds throughout the City, the Fire and Recreation & Parks Departments administer an annual weed abatement program from April through October.

BACKGROUND

On March 2, 2016, Invitation for Bid 16-11, solicited by the City of Santa Rosa for weed and rubbish abatement services was opened by the Senior Buyer.

The weed abatement program is to clear privately-owned lots and other areas where weed abatement is needed. Upon notification by the City, property owners are required to remove the weeds and maintain the parcel throughout the dry/fire season per City Code 9-08. Should the property owner fail to comply within a specified time period, the parcel will be cleared by the City contractor.

When the City contractor is required to abate a parcel, the City will bill the property owner the amount charged by the contractor, plus a minimum fee of \$264.00 for additional costs that include, but are not limited to, the investigation of complaints, inspection of properties, the preparation, service and/or publication of administrative notices. This charge is

assessed by all staff activity at a rate of \$132/hour for a minimum of two hours.

The Recreation & Parks Department is responsible for weed abatement services on undeveloped park sites and open spaces in high fire zones. Parks Maintenance is currently using a contract for services. Parks Maintenance does not have adequate staff to provide these weed abatement services internally on a regular basis. The Department is proposing to continue to use an outside contractor as a more efficient way to provide services.

PRIOR CITY COUNCIL REVIEW

Not Applicable

ANALYSIS

Of the twelve prospective bidders on the Planet Bids list, only one response was received and was considered responsive and responsible to the bid requirements.

The hourly rates for this new contract compared to our current contract for services have increased for mowing, flail mowing, and discing by 50%, which is only 20% of the contract services. The hourly rates for weed eating, trash and rubbish removal by hand have increased by only 10%, which is 80% of the contract services. The increase in rates compared to our current contract is partially due to the new Performance and Labor and Materials bond requirements built into this new contract. The overall increase in costs to perform this service, compared to our current contract is an estimated \$36,000. Services are required on an as needed basis and cannot be predetermined, the not to exceed award amount is based primarily on approved available budgeted funds only.

DeAngelo Brothers, LLC is a large national company that is highly qualified and experienced to provide this service.

FISCAL IMPACT

Funds for this purchase are funded in Fiscal Year 2015-16 Fire and Recreation & Parks Department operational accounts, and will be funded in subsequent fiscal years when approved by Council.

ENVIRONMENTAL IMPACT

Not Applicable

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable

NOTIFICATION

Not applicable

ATTACHMENTS

- Attachment 1 – Agreement
- Attachment 2 – Exhibit A-Scope of Work

CONTACT

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Jennifer Myles, Senior Buyer – Finance, ext. 3709