

**CITY COUNCIL AGENDA
STAFF REPORT**

Agenda Date: September 6, 2005

Prepared on: August 8, 2005

Reviewed by _____

SUBJECT: Contract with Universal Building Services to Conduct Monthly Citywide Residential Street Sweeping

FROM: Ann Chaney, Community Development Director
Nicole Almaguer, Environmental Resources Associate

RECOMMENDATION

Approve Resolution No. 05-50 authorizing the City Administrator to execute a contract with Universal Building Services to conduct monthly residential street sweeping throughout City as part of a one-year pilot program, for an amount not to exceed \$27,600.

BACKGROUND

On July 18, 2005 the City Council authorized the City Administrator to modify the previously approved Street Sweeping Program (approved March 21, 2005) by:

- 1) Allowing alternative notification to residents, commercial users and commuters, in lieu of installing permanent No Parking signs. (Such alternatives may include mailed calendars showing street sweeping days, website and cable channel reminders, flyers) and;
- 2) Reevaluate this alternative outreach approach within one year and return to the City Council to determine whether to continue with the above approach or install permanent signs.

In accordance with this decision, staff drafted a contract for residential street sweeping services with Universal Building Services (UBS) as part the one-year pilot program, with an approved sole-source justification attached to this report.

Staff is also in the process of developing an assortment of informational materials to assist with the outreach campaign to notify residents and those that park on City residential streets of sweeping routes. Materials will likely include a street sweeping schedule/map, reminder notices, notices for cars parked in sweeping route, and notice of availability of temporary no-parking street sweeping signs for residents to post.

DISCUSSION/ANALYSIS

UBS is the preferred street sweeping contractor primarily because they have been conducting street sweeping within the City since 2002, and are familiar with the City's street system. In addition, program staff has been extremely helpful in providing assistance to City staff throughout development of the enhanced street sweeping program, including assistance with development of a functional street sweeping route. As a result, City staff recommends that the City enter into a short-term, sole source contract with UBS.

The contract with UBS is for a one-year term to coincide with the pilot program. Under the contract agreement, street sweeping will begin in October 2005 lasting one year, with the final street sweeping under this contract conducted in September 2006. Upon completion of the pilot program, residential street sweeping services will be extended to a formal bid process. Additionally, staff will survey the street sweeping routes on a monthly basis during sweeping to identify issues with parked cars, etc., and evaluate survey results and any public input given during that period to determine whether changes or enhancements need to be implemented to ensure adequate sweeping of residential streets. Enhancements might include more extensive public information, permanent signage, permanent signage in selected areas, etc.

FINANCIAL IMPACT

The total contract award with UBS will not exceed \$27,600 (similar to the cost estimated in the March 2005 City Council staff report). Funding for the project will come from the street sweeping franchise fees established as part of the franchise agreement with Waste Management of Alameda County.

Attachments

Resolution No. 05-50

Universal Building Services Proposal for Sweeping Services

Sole Source Justification