



CITY COUNCIL AGENDA REPORT

MEETING DATE: AUGUST 04, 2009

ITEM NUMBER:

SUBJECT: AWARD OF FORMAL BID ITEM NO. 1132 FOR A THREE YEAR CONTRACT FOR THE GRINDING OF UPLIFTED SIDEWALKS AND DISPLACED GUTTER FLOW LINES

DATE: JULY 23, 2009

FROM: PUBLIC SERVICES DEPARTMENT – MAINTENANCE SERVICES DIVISION

PRESENTATION BY: PETER NAGHAVI, PUBLIC SERVICES DIRECTOR

**FOR FURTHER INFORMATION CONTACT: RICK SIMONS (714) 327-7473
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RECOMMENDATION:

1. Award a contract for concrete sidewalk and gutter grinding services per Formal Bid 1132 to Central Coast Surface Grinding, 8335 Del Rio Road, Atascadero, CA 93422. The term of the contract is three years with the option of renewing for three additional one-year extensions with the expenditure amount not to exceed \$49,500.00 per year.
2. Authorize the Mayor and the City Clerk to execute the Professional Services Agreement for the contract.
3. Authorize the City Manager to sign for any justified rate increase to the contract within his signing authority and to extend the contract for three additional one-year terms upon recommendation from the Public Services Department.

BACKGROUND:

The City of Costa Mesa has over 1,532,000 linear feet of maintained sidewalks. The City's maintenance objective is to provide a safe and aesthetically pleasing pedestrian route to the public. This is accomplished by grinding away minor sidewalk lifts or gutter displacements to remove any potential trip hazards or to improve drainage. In August 2005, the City Council awarded a three-year contract to Channel Island Sawing for grinding of trip hazards on uplifted concrete sidewalks. The contract was extended for three (3) one-year periods per the terms of the contract. Within the term of the three one-year contract extensions a need developed for the grinding of gutter flow lines to relieve minor grade problems and restore positive gutter drainage; preventing saturation of the adjacent street sub-grade. The City of Costa Mesa has approximately 2,112,000 linear feet of curb and gutter and due to the growing need for this service it was determined to be in the City's best interest to include that service in the new concrete grinding contract. The total annual cost of this program will not increase.

Public Services Department staff provided the scope of work for this contract, which includes addressing sidewalk trip hazards by grinding concrete sidewalks to specified levels and the grinding of gutter displacements to re-establish the flow line for improved drainage. Concrete sidewalk and gutter grinding is performed annually on a rotational basis in various locations throughout the City. It is performed only on City property. The City of Costa Mesa is divided into thirty-one (31) maintenance areas for this purpose. Each year five (5) maintenance areas are selected for sidewalk grinding. An approved Contractor will typically enter a maintenance area and grind every sidewalk lift displacement that meets the City's minimum grinding criteria of one half inch (1/2"). Displacements with greater than a one and one-half inch (1.5") offset are referred to the Street Maintenance section and a temporary asphalt ramp is installed. Those locations are addressed through the Public Services Department's annual Parkway Maintenance Program. Individual sidewalk or gutter locations where problems are discovered or reported are typically addressed on an as-needed basis by City Street Maintenance staff. All locations are inspected and documented. Additionally, any locations requiring root pruning and root barrier installation to prevent future problems are referred to the appropriate maintenance section for follow up.

As required by the City of Costa Mesa Municipal Code, the "Invitation for Bids" was sent to qualified vendors whose names were on the bidders' list, as well as other vendors requesting a bid package. All bids were sent electronically. A "Notice Inviting Bids" was published in the Daily Pilot and posted on the public bulletin board in City Hall. The bid document was also posted on the City's web site for downloading. A non-mandatory pre-bid meeting was held at 10:00 a.m. on June 17, 2009, in Room 1A in City Hall. Five (5) vendors participated in the non-mandatory pre-bid meeting. On June 29, 2009, the City Clerk received, opened and read aloud seven (7) submittals. An eighth submittal was received from Central Services after 10:00 a.m. Staff was provided proof that the bid was received prior to the specified closing deadline, and consequently the bid was opened and added to the bid opening list.

ANALYSIS:

The invitation for bid allowed the bidder to provide pricing information based on a per location rate for sidewalk grinding and a per linear foot rate for gutter grinding. The bid analysis is provided in Attachment 1.

Central Coast Surface Grinding submitted the lowest responsive and responsible bid. The bid consisted of a per location rate of \$11.99 for sidewalk grinding and \$5.73 per linear foot for gutter grinding. This pricing represents a price that is \$6.00 less per location than the City is paying under the current contract.

ALTERNATIVES CONSIDERED:

The alternative of not contracting this maintenance function out and having it performed completely by City staff is not feasible in light of the current reduced staffing conditions. The awarding of this contract will allow the continuation of a very cost effective program to reduce sidewalk hazards and claims due to injuries. Currently the City of Costa Mesa contracts out eighty five (85) percent of all sidewalk and gutter grinding with City crews performing the remaining fifteen (15) percent at locations requested by residents and verified by staff as needing work. Ninety (90) percent of the contract funding is used to grind uplifted sidewalks with the remaining ten (10) percent utilized for gutter grinding.

FISCAL REVIEW:

Based on expenditures in fiscal years 2007-2008 and 2008-2009, this new contract represents a potential annual savings of sixty-seven (67) percent on sidewalk grinding and thirty-two (32) percent on gutter grinding. This represents a potential average savings of \$14, 721 per year on sidewalk grinding and \$3,018 per year on gutter grinding.

LEGAL REVIEW:

The City Attorney’s office has reviewed and approved the attached Professional Services agreement as to form. (See Attachment 2)

CONCLUSION:

The award of the proposed three-year contract will allow the Maintenance Services Division to coordinate the concrete sidewalk grinding and gutter flow line grinding services each year.

It is recommended that City Council award the three-year price agreement for concrete sidewalk and gutter grinding per Bid 1132 with a not to exceed amount of \$49,500.00 per year for the first three years, and to authorize the Mayor and the City Clerk to execute the Professional Services Agreement. In addition, it is recommended that the City Council authorize the City Manager to sign for any justified rate increase within his signing authority and to authorize the City Manager to extend the contract for an additional three years if the Public Services Department recommends doing so.

MARC R. PUCKETT
Director of Finance

PETER NAGHAVI
Public Services Director

BRUCE HARTLEY
Maintenance Services Manager

DONALD L. STOCKER, C.P.M., CPIM
Purchasing Buyer

Attachments:	1.	Bid Analysis
	2.	Professional Services Agreement

Distribution: Public Services Director
City Manager
City Clerk