



Item No. 10 Town of Atherton

CITY COUNCIL STAFF REPORT – CONSENT AGENDA

**TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER**

THROUGH: MICHAEL KASHIWAGI, COMMUNITY SERVICES DIRECTOR

FROM: STEVE TYLER, PUBLIC WORKS SUPERINTENDENT

DATE: MARCH 15, 2017

**SUBJECT: APPROVE A 2-YEAR CONTRACT FOR STREET SWEEPING
WITH CONTRACT STREET SWEEPING SERVICES;
AUTHORIZE THE CITY ATTORNEY TO DRAFT AND THE
CITY MANAGER TO EXECUTE AN AGREEMENT FOR
SERVICES**

RECOMMENDATION

Approve a 2-year sweeping contract with a 2-year extension option to Contract Sweeping Services to provide Town sweeping services in an amount not exceed \$17,777.77 annually (or \$1,481.48 monthly) and authorize the City Attorney to draft the contract and the City Manager to execute the agreement.

BACKGROUND

In 2008, the Town of Atherton entered into a joint procurement bid for annual sweeping services with the Cities of Brisbane, Daly City, East Palo Alto, San Carlos, Foster City and San Mateo. Contracting of sweeping services is typically less expensive than providing the service in-house. A joint procurement bid normally results in lower costs than a bid by a single municipality.

Although the joint procurement trial has ended, the Town has continued to use the services of Contract Sweeping Services since that time. They are prompt and efficient on our monthly sweeping needs; thorough in our Town wide quarterly sweeps; and always willing to assist us during times of urgent need when we have requested service from them.

Our contract with Contract Sweeping Services expired in December 2016. Since then, we have operated on a month-to-month agreement. In seeking to renew services, staff asked for bids from all available sweeping service companies in the area and received pricing as described below:

Contract Sweeping Services	San Jose	\$1,481.48	\$17,777.77
CleanStreet	Gardena	\$2,392.45	\$28,709.40
Pro-Sweep	San Jose	Not interested	
NES Sweeping	Norwalk	Not interested	

ANALYSIS

The low bidder for the Atherton was Contract Sweeping Services. Contract Sweeping Services has agreed to sweep the curb/guttered sections of town (17.20 curb miles) a total of 8 times annually along with quarterly sweeps of the entire town (110 curb miles). The Town is invoiced in monthly installments.

Contract Sweeping Services has been performing this service for the Town for the past 8 years. They have sufficient staff, back up equipment and a sufficient maintenance program that keeps equipment running to meet our needs. When there have been minor issues in the past, they have responded quickly and professionally showing they value Atherton as a valued customer.

POLICY FOCUS

The Town has never made the investment to run its own internal sweeping program. Staff does not recommend this alternative.

FISCAL IMPACT

The prior budget for sweeping services was \$1,118.94 per month or \$13,427.28 annually. The new budget of \$1,481.48 will total \$4,444.44 through June of this year. This will total \$17,777.77 on an annual basis and will come from the General fund 101-53-53010-053 account.

ATTACHMENTS

Proposals (2 plus one letter of non-interest)
Sweeping Plan



760 E. Capitol Avenue
Milpitas, CA 95035
888-83-SWEEP fax: 408-258-0122



February 3, 2017

Steven Tyler
Town of Atherton
Public Works Superintendent
91 Ashfield Rd
Atherton, CA 94027

Dear Steven,

We appreciate the opportunity to bid for the street sweeping in the Town of Atherton. We look forward to the possibility of continuing our services for many more years to come.

Annual Pricing
(Monthly)

\$17,777.77
(\$1,481.48)

Sincerely,

Joe Vella
Vice President



Contract Sweeping Services, Inc. is a related company to Universal Site Services, Inc. This offers 58 years of history, expertise and dedication to provide a seamless transition for any Municipality within this bid package. The principle owners of Contract Sweeping Services, Inc., Universal Site Services, Inc. offer an enthusiastic and committed approach to retain our reputation of perseverance and excellence.

Descriptions of the related organizations which are owned by a brother and sister team whom grew up in the industry with their Father as founder of much of the industry and the manufacturing of the conventional parking lot sweeper. The duo has individual strengths and work well as a team.

Contract Sweeping Services, Inc. – Founded in 2003 for the purpose to segregate municipal business from private property and retail shopping center services. Contract Sweeping Services, specifically focuses on residential and commercial street sweeping programs.

www.contractsweeping.com



Universal Site Services, Inc. – Organized in 1958. As needs changed we have the capabilities to change to accommodate our customers. In 1958 we were known as San Jose Commercial Sweeping, then in 1984 we changed the name to Universal Sweeping and since we are no longer only a sweeping service provided we changed our name is Universal Site Services in 2011. All organizations are ‘Offshoots’ of Universal Site Services.



Universal Site Services, provides complete exterior maintenance solutions to commercial and retail shopping centers. We work for both 3rd party property management firms and private property owners. Services include but are not limited to:

www.universalsiteservices.com

- parking lot sweeping
- day-porter services
- pressure washing/garage washing
- landscaping maintenance/ renovations
- hauling services, and more!

The backbone to any organization offering services by means of mechanical equipment are seasoned mechanics equipped to travel and repair in the field. In addition to technicians that are skilled - qualified sweeper operators that provide the Municipality the confidence of a job well done. Both of which are specialty trades and your Municipality should not be the training grounds for new employees. This is an increased benefit most organizations will not have the ability to offer traveling from other regions. Our Fleet and Team can be found at:

HEADQUARTERS
800-647-9337

760 E. Capitol Ave
Milpitas, CA 95035

1599 Hampton Way
Santa Rosa, CA 95407

1113 Shaw Road
Stockton, CA 95215

Disposal

CSS owns and operates our own roll off trucks and multiple 20 & 40 yard bins. We can accommodate our own hauling to the transfer stations or dispose at the yard as directed by the City. This typical coordination will come written within the contract requirements or prior to commencement. If CSS is requested to coordinate hauling; it is typical that the routes would be approved and discussed with public works where the most appropriate location for containers can accommodate a seamless operation. At no time will our containers inhibit or obstruct your residences daily activities.

GPS & Reporting

Our staff works closely together to tally the daily miles, water usage, and hours worked within each area of sweeping. We also have GPS tracking on all vehicles that can report all activity throughout the route. These can be accessed at any time to resolve complaints or inquiries in regards to service. CSS continues to look for new technology that will continue to improve our ability to provide excellent service to the city and its residents.

Customer Service

Contract Sweeping Services prides ourselves on communication, customer service and follow up. Our field management and drivers are trained to get the job done. However, in a service industry there are times that we need to transform from sweeper operator to customer service representative. Our teams will meet local residents and the public works teams for the purpose to re-sweep areas and ensure the resident; who are also our customers, feel gratification and are happy with our services. Most times we find that most inquiries require simple communications that can be supported by GPS routing (see on following pages) or by making mechanical/routing adjustments to solidify a great relationship.

References

We have serviced the Town of Atherton for many years, and we currently service over 30 other cities and towns throughout California and Arizona, some of those cities in the immediate area are: Menlo Park, Redwood City, and Palo Alto. Please take a look at the list of references, and feel free to contact any of them with questions in regards to quality of our services or how the transitions to sub-contractors went for them.

- ◆ **City of Stockton – Residential Street Sweeping – Contract amount \$ 1,200,000 annual**
 - Allied-Delta Container: 1145 W. Charter Way, Stockton Ca 95206
 - Don Gomez 209-483-2934
 - Waste Management: 1240 Navy Drive, Stockton Ca 95206
 - Jeff Cox 510-812-9006

Contract Start: June 2004 To: Current

- ◆ **City of Campbell –Residential Sweeping & Lots – Contract amount \$ 131,966.37 annual**
70 N First Street Campbell, CA 95008 Ron Taormina - 408-866-2734
Contract Start: July 2006 To: Current

- ◆ **City of Saratoga – Residential Street Sweeping – Contract amount \$ 186,558.00 annual**
19700 Allendale Ave. Saratoga, CA 95070..... Rick Torres - 408-868-1244
Contract Start: June 2009 To: Current

- ◆ **City of Rancho Cordova – Residential Sweeping – Contract amount \$ 173,631.24 annual**
2729 Prospect Park Drive, Rancho Cordova, 95670.....Maria Lopez - 916-851-8893
Contract Start: January 2010 To: Current

- ◆ **City of Fairfield – Residential Sweeping – Contract amount \$ 348,000 annual**
2901 Industrial Ct. Fairfield, CA 94533.....Travis Armstrong – 714-931-5685
Contract Start: November 2014 To: Current

- ◆ **City of Palo Alto – Residential Sweeping – Contract amount \$ 540,000 annual**
3201 E. Bayshore Road, Palo Alto, CA 94303.....Todd Seeley - 408-476-9375
Contract Start: October 2014 To: Current

- ◆ **City of San Ramon – Residential Street Sweeping – Contract amount \$ 204,000 annual**
5000 Crow Canyon Road, San Ramon, CA 94582 David Krueger – 925-973-2824
Contract Start: June 2007To: Current

- ◆ **Contra Costa County – Residential Street Sweeping – Contract amount \$ 168,000 annual**
255 Glacier Drive, Martinez, CA 94553.....Michele Mancuso – 925-313-2236
Contract Start: November 2014 To: Current

- ◆ **San Anselmo – Residential Street Sweeping – Contract amount \$ 72,000 annual**
525 San Anselmo Ave, San Anselmo, CA 94960.....Rachel Calvert – 415-258-4623
Contract Start: October 2014 To: Current

- ◆ **City of San Carlos– Residential Street Sweeping – Contract amount \$ 92,046.78 annual**
1000 Bransten Rd., San Carlos, Ca 94582.....Paul Baker – 650-802-4143
Contract Start: November 2015 To: Current

- ◆ **Town of Danville – Parking Lots & Residential Sweeping – Contract amount \$ 170,000 annual**
1000 Sherburne Hills Road, Danville, CA 94526.....Jed Johnson – 925-314-3419
Contract Start: January 2015 To: Current
- ◆ **City of Dublin – Residential Street Sweeping – Contract Amount \$ 120,000 annual**
100 Civic Plaza, Dublin CA 94568Dora Ramirez- 925-833-6630
Contract Start: August 2012 To: Current
- ◆ **City of Lathrop – Residential Street Sweeping – Contract Amount \$ 18,000 annual**
390 Towne Centre Drive., Lathrop CA 95330Milton Daley 209-941-7475
Contract Start: July 2013 To: Current
- ◆ **County of Santa Clara - Santa Clara County Exp. - Contract Amount – \$ 216,000 annual**
1505 Schallenberger Road, San Jose, CA 95131Dawna Mencimer 408-494-1314
Contract Start: June 2013 To: Current
- ◆ **City of Mesa - Seal Coat & Streets Contract Amount – \$ 600,000+ annual**
20 East Main Street Suite 400, Mesa, AZ 85211 Juan Malave 480-694-2927
Contract Start: September 2013 To: Current
- ◆ **City of Benecia – Residential Street Sweeping – Contract amount \$ 79,155.48 annual**
2400 E.2nd Street, Benicia, CASusan Hurl – 925-671-5804
Contract Start: October 2014 To: Current
- ◆ **City of Pleasant Hill – Residential Street Sweeping – Contract amount \$ 113,280 annual**
441 N. Buchanan Circle, Pleasant Hill, CAMartin Nelis – 925-671-5229
Contract Start: October 2014 To: Current
- ◆ **City of Oakely – Residential Street Sweeping – Contract amount \$ 148,920 annual**
3231 Main Street, Oakely, CA 94561.....Kevin Rohani – 925-625-7003
Contract Start: January 2015 To: Current
- ◆ **City of Antioch – Residential Street Sweeping – Contract amount \$ 323,958.24 annual**
2500 Pittsburg Antioch Hwy, Antioch, CA 94561.....Dean Eckerson – 925-756-1972
Contract Start: January 2015 To: Current
- ◆ **City of Patterson – Residential Street Sweeping – Contract amount \$ 156,000.00 annual**
1 Plaza Patterson, Ca 95363..... Robert Andrade – 209-895-8160
Contract Start: July 2013 To: Current
- ◆ **City of Pacifica – Residential Street Sweeping – Contract amount \$ 105,960.00 annual**
170 Santa Maria Ave, Pacifica, Ca 94303.....Raymond Biagini – 650-738-3760
Contract Start: July 2015 To: Current

From: [Steven Tyler](#)
To: [Theresa DellaSanta](#)
Subject: Lost attachment
Date: Wednesday, March 8, 2017 11:50:27 AM
Attachments: [RE Atherton sweeping contract.msg](#)

Letter of rejection

Steve Tyler
Town of Atherton
Public Works Superintendent
Certified Arborist #WE 6704 A
650 752-0541 Office
650 576-1655 Cell
650 752-0591 FAX

PUBLIC DISCLOSURE NOTICE:

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ATHERTON SWEEPING LOCATIONS					
LOCATION	FROM	TO	LENGTH (FT)	FREQUENCY	
ALAMEDA DE LAS PULGAS	STOCKBRIDGE	WALSH ROAD	4217	MONTHLY	
ALAMEDA DE LAS PULGAS	CAMINO AL LAGO	STOCKBRIDGE	4467	MONTHLY	
ALTA VISTA	RIDGEVIEW	FLETCHER	843	MONTHLY	
ALTA VISTA	FLETCHER	RIDGEVIEW	843	MONTHLY	
ATHERTON AVE	SELBY LANE	ALAMEDA DE LAS PULGAS	4800	MONTHLY	
ATHERTON AVE	ALAMEDA DE LAS PULGAS	SELBY LANE	4800	MONTHLY	
ATHERTON AVE	INGLEWOOD LANE	EL CAMINO REAL	1808	MONTHLY	
ATHERTON AVE	EL CAMINO REAL	INGLEWOOD LANE	1808	MONTHLY	
ATHERTON AVE	ELENA AVE	SELBY LANE	1520	MONTHLY	
ATHERTON AVE	SELBY LANE	ELENA AVE	1650	MONTHLY	
BELLEAU AVE	RITTENHOUSE	LLOYDEN	1118	MONTHLY	
BELLEAU AVE	LLOYDEN	RITTENHOUSE	1118	MONTHLY	
CALTRAIN LOT	BEHIND POLICE DEPT.		250	MONTHLY	
ELENA	VALPARIASO	FAXON	2799	MONTHLY	
ELENA	FAXON	VALPARIASO	2799	MONTHLY	
ELENA	FAXON	ISABELLA	459	MONTHLY	
ELENA	ISABELLA	FAXON	459	MONTHLY	
ELENA	ISABELLA	100' N OF ISABELLA	100	MONTHLY	
ELENA	100' N OF ISABELLA	ISABELLA	100	MONTHLY	
FAIRFAX AVE	WILBURN AVE	BELLEAU AVE	461	MONTHLY	
FAIRFAX AVE	BELLEAU AVE	WILBURN AVE	461	MONTHLY	
FAIR OAKS LANE	FAIR OAKS COURT	EL CAMINO REAL	169	MONTHLY	
FAIR OAKS LANE	EL CAMINO REAL	FAIR OAKS COURT	169	MONTHLY	
FAIR OAKS LANE	MIDDLEFIELD ROAD	PRIVATE ROAD	200	MONTHLY	
FAIR OAKS LANE	PRIVATE ROAD	MIDDLEFIELD ROAD	200	MONTHLY	
FLETCHER	ALAMEDA DE LAS PULGAS	ALTA VISTA	3100	MONTHLY	
FLETCHER	ALTA VISTA	ALAMEDA DE LAS PULGAS	3100	MONTHLY	
LLOYDEN DRIVE	EL CAMINO REAL	FAIR OAKS LANE	1237	MONTHLY	
LLOYDEN DRIVE	FAIR OAKS LANE	EL CAMINO REAL	1237	MONTHLY	
MARSH ROAD	TOWN LIMIT SIGN	MIDDLEFIELD ROAD	3273	MONTHLY	
MARSH ROAD	MIDDLEFIELD ROAD	FAIR OAKS AVE	3875	MONTHLY	
MIDDLEFIELD ROAD	JENNINGS	RAVENSWOOD	7845	MONTHLY	
MIDDLEFIELD ROAD	RINGWOOD	JENNINGS	8445	MONTHLY	
RIDGEVIEW	ATHERTON AVE	ALTA VISTA	2691	MONTHLY	
RIDGEVIEW	ALTA VISTA	ATHERTON AVE	2691	MONTHLY	
RITTENHOUSE AVE	WILBURN AVE	LLOYDEN DRIVE	914	MONTHLY	
RITTENHOUSE AVE	LLOYDEN DRIVE	WILBURN AVE	914	MONTHLY	
SELBY LANE	TUSCALOOSA	ATHERTON AVE	860	MONTHLY	

SELBY LANE	ATHERTON AVE	TUSCALOOSA	820	MONTHLY	
SNOWDEN AVE	WILBURN AVE	BELLEAU AVE	507	MONTHLY	
SNOWDEN AVE	BELLEAU AVE	WILBURN AVE	507	MONTHLY	
STATION LANE	MAPLE	FAIR OAKS	880	MONTHLY	
VALPARIASO	EL CAMINO REAL	CAMINO AL LAGO	6864	MONTHLY	
WEST ATHERTON APRONS	SERRANO	PATRICIA	200	MONTHLY	
WEST ATHERTON ISLANDS	AUSTIN	SERRANO	1100	MONTHLY	
WILBURN AVE	SNOWDEN	EL CAMINO REAL	1067	MONTHLY	
WILBURN AVE	EL CAMINO REAL	SNOWDEN	1067	MONTHLY	
		Sub-total - FEET	90812	MONTHLY	
		OR MILES	17.20	MONTHLY	
REMAINDER OF TOWN STREETS		Sub-total - FEET	490081	QUARTERLY	
		OR MILES	92.82	QUARTERLY	
		TOTAL FEET	580893	FEET	
		TOTAL MILES	110.02	MILES	
			17.20	CURBMILES	SWEPT MONTHLY
			92.97	CURBMILES	SWEPT QUARTERLY
WINTER FREQUENCY = 1) Prior to leaf drop (late Oct-Nov),. 2) December/January, 3) February/march, 4) April/May					