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Title: Action on an Agreement with Long’s Custom Discing, Inc. for Annual Swale Mowing Services

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Attachments: 1. City's Eastside Retention Basin Drainage Swale Map, 2. Cost Summary, 3. Agreement

Date	Ver.	Action By	Action	Result
1/12/2021	1	City Council and Authorities Concurrent	Approved	

REPORT TO COUNCIL

SUBJECT

Action on an Agreement with Long’s Custom Discing, Inc. for Annual Swale Mowing Services

COUNCIL PILLAR

Deliver and Enhance High Quality Efficient Services and Infrastructure

BACKGROUND

The Eastside Retention Drainage Swale (drainage swale) is located along the east border of the All Purpose Landfill and west of the Guadalupe River levee between Tasman Drive and the Eastside Retention Basin located at 5611 Lafayette Street (Attachment 1). The drainage swale conveys stormwater runoff to the Eastside Retention Basin and is then pumped into the Guadalupe River. The City maintains this area by having a Contractor perform an annual mowing to minimize flood potential. This project entails cutting the overgrown tule, cattails and other vegetation down to four to six inches and removing the cut debris to restore the drainage swale’s storm conveyance capacity.

DISCUSSION

On August 5, 2020, the City issued a Request for Proposals (RFP) for swale mowing services using the City’s e-procurement system, BidSync. The City received only one proposal from Long’s Custom Discing (San Jose, CA) and after a thorough evaluation staff determined that the proposal satisfied all the requirements in the RFP. As specified in the RFP, the proposal was evaluated based on responsiveness, experience, technical capability and cost. The proposal met all the evaluation criteria and the annual cost was reasonable and in line with what the City paid for swale mowing services in 2020.

Long’s Custom Discing, Inc. has been in the weed abatement business since 1975 and has over eight years of experience performing mowing services for the City, ensuring that they are both knowledgeable and capable to perform the scope of services required for this project. Furthermore,

the Contractor has maintained a good relationship with the City by providing quality work and meeting City expectations in the previous agreements.

This agreement includes a section covering prevailing wage.

ENVIRONMENTAL REVIEW

The action being considered is exempt from the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines section 15301 “Existing Facilities,” as the activity consists of the repair, maintenance or minor alteration of existing facilities involving no or negligible expansion of the use beyond that presently existing.

FISCAL IMPACT

The amount to be paid to Long’s Custom Discing, Inc. over the five-year term of the agreement is \$257,572.70 with a not-to-exceed amount of \$296,208.61, which includes a 15 percent contingency (Attachment 2). The FY 2020/21 Operating Budget for the General Fund’s storm drain maintenance program includes funding for Year 1 of this contract, which totals \$48,515 (or \$55,792 with a 15 percent contingency). Funding in future years will be incorporated into the budget development process.

COORDINATION

This report has been coordinated with the Finance Department and the City Attorney’s Office.

PUBLIC CONTACT

Public contact was made by posting the Council agenda on the City’s official-notice bulletin board outside City Hall Council Chambers. A complete agenda packet is available on the City’s website and in the City Clerk’s Office at least 72 hours prior to a Regular Meeting and 24 hours prior to a Special Meeting. A hard copy of any agenda report may be requested by contacting the City Clerk’s Office at (408) 615-2220, email clerk@santaclaraca.gov <<mailto:clerk@santaclaraca.gov>>.

RECOMMENDATION

1. Approve and authorize the City Manager to execute an agreement with Long’s Custom Discing, Inc. to perform annual mowing of the City’s Eastside Retention Basin Drainage Swale for an amount not-to-exceed \$296,208.61 over the five-year term of the agreement, subject to the appropriation of funds; and
2. Authorize the City Manager to make minor modifications to the agreement, including time extensions, as necessary.

Reviewed by: Craig Mobeck, Director of Public Works

Approved by: Deanna J. Santana, City Manager

ATTACHMENTS

1. City’s Eastside Retention Basin Drainage Swale Map
2. Cost Summary
3. Agreement