



DATE: May 1, 2023

TO: Mayor and Members of the City Council

VIA: Stefan Chatwin, City Manager

FROM: Ramon Towne, Interim Public Works Director/City Engineer
Zaheed Danish, Acting Public Works Maintenance Manager
Greg Baeza, Public Works Maintenance Superintendent

DEPARTMENT: Public Works

SUBJECT: AGREEMENT WITH SCA (SWEEPING CORP OF AMERICA) OF
CA, LLC FOR AN ANNUAL NOT TO EXCEED AMOUNT OF
\$131,000 FOR STREET SWEEPING SERVICES FROM JUNE 1,
2023 TO DECEMBER 31, 2025 WITH OPTIONAL EXTENSIONS
THROUGH DECEMBER 31, 2028

RECOMMENDATION

It is recommended that the City Council adopt the attached resolution authorizing the following:

1. Award of Vendor Agreement to SCA (Sweeping Corp of America) of CA, LLC in an annual not-to-exceed amount of \$126,000 for routine street sweeping services and \$5,000 for additional street sweeping services from June 1, 2023 through December 31, 2025, with optional one-year extensions through December 31, 2028 and finding approval of the agreement categorically exempt under CEQA; and
2. The City Manager to extend the Agreement with SCA (Sweeping Corp of America) of CA, LLC and authorize associated contractually defined increases based on the Consumer Price Index identified in the agreement on a calendar year to calendar year basis, from January 1, 2026, through December 31, 2028, upon demonstration of satisfactory performance.

EXECUTIVE SUMMARY

A Request for Proposal (RFP) for Street Sweeping Maintenance, to provide street sweeping services for the City from June 1, 2023, through December 31, 2025, was sent to six (6) street sweeping providers and posted on the City's website. Proposals from two (2) companies were received and opened on March 16, 2023. The proposals were evaluated based on the annual proposal amount for routine street sweeping maintenance costs and additional estimated maintenance items. SCA (Sweeping Corp of America) of CA, LLC's proposal, in the amount of \$126,000 per year for routine street sweeping services, was the lower of the two (2) proposals received (See Table 1 in the Analysis section). Additional services up to \$5,000 are also included in the agreement.

Staff is proposing an agreement for Street Sweeping Maintenance with an initial contract period of thirty-one (31) months from June 1, 2023 through December 31, 2025, with the option to extend the contract for three subsequent twelve (12) month contract periods. Within the contract, the City reserves the right to terminate the agreement without cause at the end of each contract period or when it is determined that the contractor is in non-conformance.

BACKGROUND

The City has contracted for street sweeping services for over 20 years. Most recently, services were provided by Contract Sweeping Services, Inc. (reassigned to Sweeping Corp of America in 2022). The initial agreement term was January 2019 through December 2020 with extensions for calendar years 2021 and 2022. In Calendar Year 2022, the annual cost for the service was \$107,079. Although staff was satisfied with the quality of service, Sweeping Corp of America chose not to extend the contract for the final contract extension year due to a steep increase in the cost to provide services that outpaced the Consumer Price Index (CPI) increases that were defined in the contract terms. However, they continued to provide the service on a month-to-month basis while the City's contracting process was underway.

On February 21, 2023, the City Council authorized the issuance of a RFP for street sweeping maintenance. Staff directly contacted six (6) street sweeping vendors and also posted the RFP on the City's public web page. Two (2) vendors responded by the March 16, 2023, deadline.

ANALYSIS

Staff has previously performed an evaluation comparing continued contracting for street sweeping versus performing the service in-house. Due to the costs for purchasing and maintaining the equipment, the need to hire an additional employee to perform the sweeping, and the additional insurance risk, staff has determined that operating a City-owned sweeper could cost significantly more than the amount of contracted services.

The attached Agreement will continue with the practice of contracting for street sweeping services and will maintain the current sweeping schedule and level of service. The Agreement includes routine sweeping services that will be published on the City's website to notify residents of the exact days when sweeping will occur on their street as well as up to \$5,000 in additional services as identified by the City.

The attached Street Sweeping Maintenance Agreement with SCA (Sweeping Corp of America) of CA, LLC, is for an initial agreement period of 31 months (June 1, 2023 to December 31, 2025) at an annual rate of \$126,000 for routine services and up to \$5,000 annually for additional services, with the option to extend the agreement for three subsequent 12-month agreement periods with increases indexed to the CPI identified in the agreement. The agreement will continue to reserve the City's right to terminate the agreement without cause.

Table 1 (below) summarizes the two (2) proposals received and lists the companies who directly received notice of the RFP.

TABLE 1 - SUMMARY OF PROPOSALS

Name of Company	Cost Proposal
SCA (Sweeping Corp of America) of CA, LLC	\$126,000
CleanSweep Services, Inc.	\$296,748
Affordable Sweeping, Inc.	No response
All Street Sweeping	No response
Bay Area Commercial Sweeping, Inc.	No response
Commercial Power Sweep, Inc.	No response

The proposal by SCA (Sweeping Corp of America) of CA, LLC, in the amount of \$126,000 for routine services is \$170,748 lower than the proposal of CleanSweep Services, Inc. and represents a reasonable escalation of 14.77% over the current contract amount of \$109,783.38 per year. SCA (Sweeping Corp of America) of CA, LLC has been performing street sweeping services in Foster City since 2009 and staff has found the services provided by the company to be acceptable and the company responsive.

The Street Sweeping Maintenance Agreement (June 1, 2023-December 31, 2025) provides for services of:

- Monthly Street Sweeping
These services include routine scheduled sweeping tasks such as bi-weekly neighborhood sweeping and weekly parking lot and boulevard sweeping. This item is a fixed cost paid on a monthly basis.
- Extra Routine Work

These services include items that are added to or deleted from the agreement, such as the addition of new street or parking facilities to the City's infrastructure. Compensation for this work is paid on a rate (\$) per/curb mile or rate (\$) per/square yard basis.

- Non-Routine Work

This work includes services not included in either standard maintenance or additional routine work, such as street sweeping services after City sponsored events. Compensation for this work is paid on an hourly rate.

CEQA

This action is categorically exempt from the requirements of the California Environmental Quality Act ("CEQA") pursuant to Title 14 California Code of Regulations § 15301 (c) as a Class 1 categorical exemption (Existing Facilities) as it involves the maintenance of existing streets.

FISCAL IMPACT

The Street Sweeping Maintenance Agreement with SCA (Sweeping Corp of America) of CA, LLC, is for an initial agreement period of 31 months (June 1, 2023 to December 31, 2025) at an annual rate of \$126,000 for routine services and up to \$5,000 annually for additional services, with the option to extend the agreement for three subsequent 12-month agreement periods with allowance for CPI adjustments for years in which the contract is extended. The cost of routine street sweeping services is reimbursed through the City's franchise agreement with Recology San Mateo County, the City's franchised solid waste and recycling collection contractor. An additional \$5,000 has been included for additional work that may be needed on an "as needed" basis through the contract term.

CITY COUNCIL VISION, MISSION, AND VALUE/PRIORITY AREA

Facilities and Infrastructure

ATTACHMENTS:

Attachment 1 – Resolution

Attachment 2 – Agreement