



Agenda Report

August 17, 2020

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: CONTRACT AWARD TO MAJOR CLEANUP, INC. FOR CLEANING SERVICES FOR CLARIFIERS, SEPTIC TANKS, LIFT STATIONS AND DISPOSAL OF HAZARDOUS AND NON-HAZARDOUS MATERIALS FOR AN AMOUNT NOT TO EXCEED \$372,750 FOR UP TO FIVE YEARS

RECOMMENDATION:

It is recommended that the City Council:

1. Find that this action is exempt under the California Environmental Quality Act (CEQA) in accordance with Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have an effect on the environment; and
2. i) Accept the bid dated July 10, 2020 submitted by Major Cleanup, Inc. (Major Cleanup), in response to the Notice Inviting Bids for Cleaning Services for Clarifiers, Septic Tanks, Lift Stations and Disposal of Hazardous and Non-Hazardous materials; ii) reject all other bids; and iii) authorize the City Manager to enter into a contract with Major Cleanup, Inc. for an amount not to exceed \$223,650 (which includes a \$10,650 contingency) over a three-year period with the option of two one-year extensions in the annual amount of \$74,550 (which includes a \$3,550 contingency), at the discretion of the City Manager, for a maximum total contract length of five years and a total contract amount of \$372,750.

BACKGROUND:

The Department of Public Works, Building Systems and Fleet Management Division (BSFMD) is responsible for providing maintenance and repairs of the City's various facilities, fleet equipment, and vehicles including the handling of the related hazardous and non-hazardous materials and waste byproducts from these building and fleet systems.

As mandated by state and local laws, proper disposal is necessary not only for the pick-up and removal of solid waste from the City's sewage system's wastewater collection and settling tanks, but also for other hazardous and non-hazardous waste materials related to building and fleet maintenance such as light bulbs, lamps, ballasts, motor oils, lubricants, anti-freeze, lead acid batteries, and aerosols.

Keeping with industry standards and best maintenance practices, BSFMD requires certified contractors to provide cleaning, draining, and waste treatment of the existing onsite sewage containment system consisting of six septic tanks at the Civil Defense Center, seven clarifiers at the City Yard and fire stations, and two sewage lift stations at the Police Department and the Lower Arroyo Park, as well as hazardous and non-hazardous material disposal.

On June 18, 2020, a Notice Inviting Bids for Cleaning Services for Clarifiers, Septic Tanks, Lift Stations and Disposal of Hazardous and Non-Hazardous Materials was posted in PlanetBids generating notices to 858 vendors. Thirty-two of the vendors were identified as prospective bidders for the type and scope of work in bid specification. Twenty-eight vendors downloaded bid documents and ultimately five vendors submitted bid responses. In addition, this bid was also advertised in the *Pasadena Journal* on June 25, 2020.

LOCAL OUTREACH:

As part of local outreach, BSFMD staff scoured the Pasadena area for contractors that provide the services specified under this bid specification. No local contractors currently exist.

BID RESULTS:

Bids received on July 21, 2020 are as follows:

Bidder	Amount
1. Major Cleanup, Inc., Pomona	\$ 70,481
2. NRC Environmental Services, Long Beach	\$ 71,452
3. Alpha Petroleum Transport, Inc., Corona	\$ 93,410
4. Ocean Blue Environmental Services, Inc., Long Beach	\$113,750
5. United Pumping Services, Inc., Industry	Non-responsive

Major Cleanup is located in Pomona, California and have been in business since 1990. The City has worked with this vendor since 1997 with contracts totaling \$95,600. As the responsive and responsible lowest bidder, staff recommends that Major Cleanup be awarded the contract for a three year period with an option for two one-year additional terms in the amount of \$74,550, renewable at the discretion of the City Manager.

The contract amounts will be set as follows:

	Year 1 to 3	Year 4 Optional 1 st Extension	Year 5 Optional 2 nd Extension
Base Bid	\$213,000	\$71,000	\$71,000
Contingency Allowance	<u>\$ 10,650</u>	<u>\$ 3,550</u>	<u>\$ 3,550</u>
"Not to Exceed" Amount	\$223,650	\$74,550	\$74,550
		TOTAL	<u>\$372,750</u>

The contingency allowance is for use in the event of emergency and/or special requests and Consumer Price Index adjustments.

COUNCIL POLICY CONSIDERATION:

This authorization supports the City Council's strategic goal to maintain fiscal responsibility and stability, improve, maintain, and enhance public facilities and infrastructure, support and promote the quality of life and local economy; and ensure public safety.

ENVIRONMENTAL ANALYSIS:

This action is exempt from CEQA pursuant to State CEQA Guidelines Section 15061(b)(3), the General Rule that CEQA only applies to projects that may have a significant effect on the environment.

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FISCAL IMPACT:

The cost of this contract is \$223,650 and the total cost of this action will be \$372,750. Funding for this project will be addressed by utilization of existing budgeted appropriations in both the Building Maintenance Fund and Fleet Maintenance Fund accounts 50222051-811400, 50222055-811400, and 51122058-811400.

Respectfully submitted,



ARA MALOYAN, P.E.
Director of Public Works

Prepared by:



Mark McCullough
Public Works Administrator (BSFMD)

Approved by:



STEVE MERMELL
City Manager