

Agenda Report

March 24, 2025

TO: Honorable Mayor and City Council

FROM: Department of Public Works

SUBJECT: AUTHORIZE THE CITY MANAGER TO ENTER INTO AN ON-CALL CONTRACT WITH RON'S MAINTENANCE INC. FOR CATCH BASIN CLEANING AND INSPECTION SERVICES FOR AN AMOUNT NOT TO EXCEED \$1,100,000 OVER A FOUR-YEAR TERM

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the contract proposed herein to be categorically exempt under the California Environmental Quality Act (CEQA) pursuant to Title 14, Chapter 3, Article 19, Section 1530, Class 1, - Existing Facilities, and that there are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances; and
2. Authorize the City Manager to enter into a contract, as the result of the competitive selection process, as specified by Section 4.08.047 of the Pasadena Municipal Code, with Ron's Maintenance Inc., for annual catch basin cleaning and inspection of all City-owned storm drain catch basins, for a total amount not to exceed \$1,100,000 over a four-year term, which includes a base contract amount of \$1,000,000 and a contingency of \$100,000 to provide for any necessary change orders. Competitive price bidding is not required pursuant to City Charter Section 1002(F) (contracts for professional or unique services); and
3. Authorize the City Manager to approve no-cost amendments to the subject contract including durational extensions.

BACKGROUND:

The Los Angeles River Trash Total Maximum Daily Load (Trash TMDL) was established by the Los Angeles Regional Water Quality Control Board in 2002 to improve water quality in the Los Angeles River by regulating the amount of trash that can enter the waterway. The Trash TMDL established baseline loads for trash in the river and assigned

them to 42 municipalities, of which the City of Pasadena is subject to annual compliance requirements. Each City is required to develop and implement strategies which include regular maintenance and cleaning activities as well as a combination of Treatment Control Best Management Practices (BMP) (e.g. catch-basin screens, storm drain inserts). The implementation strategies must include provisions for long-term operation and maintenance of BMPs to ensure their efficacy and use.

The proposed contract includes on-call services for all 1,350 City-owned catch basins, usually comprising of one annual dry-season cleaning and inspection effort between July 1 and September 30, and up to three annual wet-season cleanings and inspection efforts between October 1 and April 30. Additionally, the selected consultant will use a City-developed GIS application to track cleaning and inspections performed during the annual monitoring. This will provide the City with photographic documentation, cleaning logs detailing the amount and type of trash collected, and critical maintenance information. The data will help identify potential deficiencies in the City's infrastructure, ensuring it remains intact and operable, while also supporting planning for future infrastructure upgrades. Additional cleaning and maintenance activities may be included as optional tasks under this contract in the cases of extreme or unusual weather patterns.

Historically, Public Works has relied on a contractor from Los Angeles County Public Works to carry out this work under a general services contract held with the County. However, recent substantial cost increases to the County's contract for these services prompted the Department of Public Works to secure these services through its own contract.

In November 2018, Los Angeles County voters approved the Safe, Clean Water (SCW) program through Measure W, which led to the establishment of a special parcel tax based on impermeable areas within the jurisdiction of the Los Angeles County Flood Control District. As such, 40% of the assessed tax is returned to local jurisdictions as Local Returns for use on programs that fall within the requirements of the SCW program. Prior to receipt of funds, the City must submit an annual plan of eligible expenditures and demonstrate compliance with the Los Angeles County Municipal Separate Storm Sewer System Permit (MS4 Permit) which is regulated by the Los Angeles Regional Water Quality Board. Catch basin cleaning and maintenance activities are considered eligible expenses and this funding has been used to support the City's Trash TMDL compliance efforts since 2021.

The Department of Public Works issued a Request for Proposal (RFP) for Catch Basin Cleaning and Inspection Services on February 5, 2025. The City received two (2) responsive proposals on February 20, 2025 in response to the RFP.

Below is a list of proposers:

Firm	City	Proposed Unit Cost Per Catch Basin
Ron's Maintenance, Inc.	Downey, CA	\$60.00
United Storm Water, Inc.	Industry, CA	\$181.71

* For comparison – County Unit Cost Per Catch Basin is \$102.60

Based on the evaluation procedures and criteria specified in the RFP, the proposals were evaluated, scored, and ranked by a selection committee comprised of staff from Public Works. Consistent with the City's Municipal Code, local Pasadena-based firms were granted five additional points in the scoring of their proposals. The final selection was established solely on the written proposals submitted. Attachment A summarizes the selection committee's scoring for all proposing firms based on the established evaluation criteria.

As a result of the strength of the proposal submission, staff is recommending the contract be awarded to Ron's Maintenance Inc. whose proposal demonstrated the highest competence based on qualifications, experience, organization, references, and cost. Ron's Maintenance Inc. is a consulting firm with 31 years of professional experience with municipal catch basin cleaning, inspection and maintenance services while abiding with National Pollutant Discharge Elimination System (NPDES) compliance activities.

Based on qualifications and scoring, it is recommended the City enter into a contract with Ron's Maintenance Inc. for an amount not to exceed \$1,100,000 for a four-year term commencing the date that the contract is fully executed. A contingency of 10 percent is allocated to this contract to cover additional quantities as necessary.

The proposed contract will be structured as follows:

Base Bid	\$ 1,000,000
Contingency Allowance	\$ 100,000
Contract Not-to-Exceed Amount	\$ 1,100,000

COUNCIL POLICY CONSIDERATION:

This contract is consistent with the City Council's strategic goals to improve, maintain, and enhance public facilities and infrastructure, support and promote the quality of life, and increase conservation and sustainability.

ENVIRONMENTAL ANALYSIS:

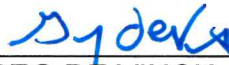
This contract has been determined to be categorically exempt from environmental review pursuant to the guidelines of the California Environmental Quality Act (California Code of Regulations, Title 14, Chapter 3, Article 19, Class 1, §15301, Existing Facilities). Class 1 exempts from environmental review "the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use." The proposed project consists of cleaning and inspecting existing storm drain catch basins at various locations throughout the City of Pasadena. The proposed maintenance will not modify the existing infrastructure of the storm drain catch basins. There are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances.

FISCAL IMPACT:

The total cost of this contract is \$1,100,000 over a four-year term and the total cost of this action, including staff time and administration of the contract, is not expected to exceed \$1,180,000. Funding for this action will utilize budgeted appropriations in the Safe Clean Water Local Return account (budget account 24322079-811400). There is no impact on the General Fund.

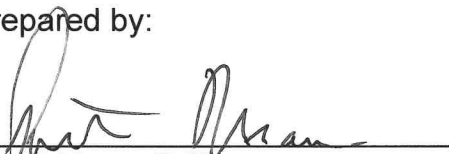
Description	Cost
Base Contract	\$1,000,000
Contingency	\$100,000
Contract Administration and Management	\$80,000
Total	\$1,180,000

Respectfully submitted,



GREG DE VINCK, P.E.
Director of Public Works

Prepared by:



Brent Maue, P.E.
Acting City Engineer

Approved by:



MIGUEL MARQUEZ
City Manager

Attachment A – Consultant Scoring and Ranking