



CITY OF

NEWPORT BEACH

City Council Staff Report

August 13, 2019
Agenda Item No. 18

TO: HONORABLE MAYOR AND MEMBERS OF THE CITY COUNCIL

FROM: Mark Vukojevic, Utilities Director - 949-644-3011,
mvukojevic@newportbeachca.gov

PREPARED BY: Joshua Rosenbaum, Senior Management Analyst,
jrosenbaum@newportbeachca.gov

PHONE: 949-644-3057

TITLE: Approval of a Services Agreement for Citywide Storm Drain System
Cleaning Services with Downstream Services, Inc.

ABSTRACT:

The City's storm drain system including pipes, catch basins, trash capture devices, and v-ditches, are maintained through a combination of Utilities Department staff and contract services. Following a Request for Proposals (RFP) selection process, staff recommends the approval of a service agreement to Downstream Services, Inc., to provide storm drain system cleaning services.

RECOMMENDATION:

- a) Determine this action is exempt from the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) and 15060(c)(3) of the CEQA Guidelines because this action will not result in a physical change to the environment, directly or indirectly;
- b) Approve the Services Agreement with Downstream Service, Inc., for Citywide storm drain system cleaning services for a five-year term with a total not-to-exceed amount of \$1,750,000; and
- c) Authorize the Mayor and City Clerk to execute the Agreement.

FUNDING REQUIREMENTS:

The Fiscal Year 2019-20 adopted budget includes adequate funding for citywide storm drain cleaning services. The Utilities Department expenses these services to the Storm Drain/Street Sweeping Contract Services account 0109062-811024, and/or the Maintenance Storm Drains account, 0109062-851039, respectively.

DISCUSSION:

As part of the City's efforts to improve bay and ocean water quality, the Utilities Department manages the storm drain system through a combination of resources including in-house staff for cleaning, repairing and maintaining the system, contract service providers for annual cleaning and other contractors for large repairs and replacements. The storm drain system includes approximately 95 miles of pipelines, 2,800 catch basins, 100 inlet/outlet and junction structures, 22 in-pipe storm drain trash capture devices known as continuous deflection separation units (CDS), 5 miles of v-ditches, and 435 catch basin screens. Also, 425 connector pipe screens, the latest technology for capturing trash in catch basins, are being installed by the Public Works Department as part of a grant program.

For the bulk cleaning of the 2,800 catch basins, the Department utilizes a contractor to perform these services on an annual basis primarily in late summer and fall, prior to the rainy season. The contractor also cleans the CDS trash capture devices and storm drain structures and v-ditches on an as needed basis. The connector pipe screens, which are new devices and a new service will be cleaned on a quarterly basis. The additional funding for the maintenance of these devices was budgeted and approved as a budget revision. This service agreement requires the contractor to provide trained staff, equipment, and materials to inspect, clean and maintain storm drain system components as directed by the Department.

The existing agreement with the previous contractor has reached its contract limits and in anticipation, the Utilities and Finance Department issued a Request for Proposal (RFP) to solicit proposals for this service. The City received six proposals, and a proposal review team reviewed and graded the proposals based on technical qualifications, experience, and the proposer's ability to perform and to deploy services which accounted for 50 percent of the evaluation criteria. (Per Finance Department guidelines, the four proposals that earned a technical score greater than 70% were then evaluated for pricing.) The remaining 50 percent of the evaluation criteria compared pricing including unit pricing and hourly rates for labor and equipment calculated on an estimated annual basis.

The proposals ranked as follows:

PROPOSER	TECHNICAL SCORE – MAX. 50	COST SCORE – MAX. 50 (ANNUAL COST)	TOTAL SCORE – MAX. 100	OVERALL RANK
Downstream Services	50.00	50.00 (\$230,127.10)	100.00	1
Ocean Blue Env. Services	40.33	49.29 (\$233,439.00)	89.62	2
United Stormwater	35.67	38.53 (\$298,635.50)	74.20	3
Houston & Harris	36.33	31.33 (\$367,248.59)	67.66	4

Downstream Services, Inc., ranked the highest among the proposals and received the best score in both technical and cost reviews. The City confirmed that Downstream Services is well-qualified, performed satisfactory work for other municipalities, and performed satisfactorily for the City as the incumbent service provider.

The Utilities Department recommends the approval of a contract with Downstream Services, Inc., for a five-year contract term with a not-to-exceed amount of \$1,750,000. The contractor will begin the cleaning of City catch basins, v-ditches, and CDSs in September in order to be completed prior to the next rain season. Also, the new connector pipe screens will be cleaned on a quarterly basis. If excessive debris, trash and landscaping materials accumulate or if emergencies occur, the contractor will provide additional cleaning services as directed by the City. The contractor's performance will be reviewed on a routine basis.

ENVIRONMENTAL REVIEW:

Staff recommends the City Council find this action is not subject to the California Environmental Quality Act (CEQA) pursuant to Sections 15060(c)(2) (the activity will not result in a direct or reasonably foreseeable indirect physical change in the environment) and 15060(c)(3) (the activity is not a project as defined in Section 15378) of the CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3, because it has no potential for resulting in physical change to the environment, directly or indirectly.

NOTICING:

The agenda item has been noticed according to the Brown Act (72 hours in advance of the meeting at which the City Council considers the item).

ATTACHMENT:

Attachment A – Services Agreement for Citywide Storm Drain System Cleaning Services with Downstream Services Inc.