



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 09/17/2019

ITEM NO: 5

DATE: September 12, 2019
TO: Mayor and Town Council
FROM: Laurel Prevetti, Town Manager
SUBJECT: Authorize the Town Manager to Execute a First Amendment to the Agreement for Services with Pro-Sweep Effective October 1, 2019 Through June 30, 2024 for an Additional Not to Exceed Amount of \$292.50 per Month Plus Annual Consumer Price Index Adjustments for Additional Street Sweeping Services

RECOMMENDATION:

Authorize the Town Manager to execute a First Amendment to the Agreement for Services (Attachment 1) with Pro-Sweep effective October 1, 2019 through June 30, 2024 for an additional not to exceed amount of \$292.50 per month plus annual Consumer Price Index adjustments for additional street sweeping services.

BACKGROUND:

On June 6, 2019, the Town Council authorized the Town Manager to execute a five-year Agreement for Services with Pro-Sweep for maintenance services (Attachment 2), including downtown sidewalk power washing and parking lot sweeping. The original agreement was for \$71,352 annually, plus consumer price index adjustments annually thereafter, from July 1, 2020 through June 30, 2024.

DISCUSSION:

In October 2017, the Town Council approved the prioritization of Bicycle and Pedestrian projects within the Town's approved Bicycle and Pedestrian Master Plan to be funded within the allocated Capital Improvement Program (CIP) budget. The Blossom Hill Road bicycle and pedestrian improvements were identified as the highest priority CIP projects and called for constructing a Class IV bike lane.

PREPARED BY: Steve Regan
Superintendent

Reviewed by: Town Manager, Assistant Town Manager, Town Attorney, Finance Director, and Director of Parks and Public Works

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SUBJECT: Authorize the Town Manager to Execute a First Amendment to the Agreement for Services with Pro-Sweep

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DISCUSSION (continued):

Class IV bikeways are on-street bicycle facilities that include a vertical physical barrier between the bikeway and moving traffic. In the Town's implementation, this included on-street parking and bollards for the project between Blossom Hill Road between Roberts Road East and Oak Rim Way. The new configuration creates a space between the physical barriers and the curb where the Town's street sweeper cannot fit. The Town's current maintenance contractor, Pro-Sweep, has the necessary equipment to perform these sweeping tasks on a monthly basis.

Staff has determined that amending the current agreement with Pro-Sweep to include additional street sweeping services for the Blossom Hill Class IV bike lanes is the most cost-effective service delivery method. An increase to the agreement is as follows for the term of the contract:

- \$2,340 for the remaining eight months of FY 2019/20 (October 1, 2019 through June 30, 2020).
- \$14,040 plus annual Consumer Price Index adjustments for the remaining four years of the contract (July 1, 2020 through June 30, 2024).

CONCLUSION:

Authorize the Town Manager to execute a First Amendment to the Agreement for Services with Pro-Sweep effective October 1, 2019 through June 30, 2024 for additional street sweeping services in an amount not to exceed \$292.50 per month plus annual Consumer Price Index adjustments thereafter.

FISCAL IMPACT:

The Adopted FY 2019/20 Operating Budget includes funds to provide this service for the first year in the Parks and Public Works Streets program. Budgeting for future years services will be addressed through the annual budget process. As needed in future budgets, service delivery in other areas may need to be adjusted to fulfill this multi-year contract obligation.

ENVIRONMENTAL ASSESSMENT:

This is not a project defined under CEQA, and no further action is required.

Attachments:

1. First Amendment to Agreement for Services
2. Agreement for Services