



**TOWN OF LOS GATOS
COUNCIL AGENDA REPORT**

MEETING DATE: 03/18/2025

ITEM NO: 5

DATE: March 13, 2025
TO: Mayor and Town Council
FROM: Chris Constantin, Town Manager
SUBJECT: Authorize the Town Manager to execute a Five-Year Agreement for Services with Professional Powerwashing and Property Maintenance, Inc. (PPWPM, INC) for Downtown Power Washing for a Total Agreement Amount Not to Exceed \$249,924.

RECOMMENDATION:

Authorize the Town Manager to execute a five-year Agreement for Services (Attachment 1) with PPWPM, INC for downtown power washing for a total agreement amount not to exceed \$249,924.

BACKGROUND:

For several years, the Town of Los Gatos has utilized contract services to provide high-pressure power washing of the downtown and Main Street sidewalks, the front patio area of the Town Library, and lower-level concrete surfaces of Parking Lot #4. The sidewalks and patio area require monthly service to enhance the cleanliness of the downtown destinations, while the parking garage requires quarterly service to keep the walls and ceilings free of exhaust soot, spiderwebs, and stains. The current agreement ended on December 31, 2024.

DISCUSSION:

Staff initiated a Request for Proposals (RFP) in October 2024 for power washing of sidewalks on North Santa Cruz Avenue between Main Street and Highway 9, University Avenue between Elm Street and Main Street, Main Street between North Santa Cruz Avenue and Los Gatos High School, the library front patio, and the lower level of Parking Lot #4. The RFP erroneously did not include a requirement that the contractor pay the prevailing wage.

PREPARED BY: Jim Harbin
Superintendent

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

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In January, staff rebid the service and included prevailing wage requirements. Several companies responded resulting in four qualified proposals received on February 14, 2025. Proposals were rated by weighted categories of qualifications, job history, management, references, and cost. PPWPM, Inc. submitted the lowest responsible proposal at \$58,805.56 annually. PPWPM, Inc. has a proven record of high-quality service with the cities of Sunnyvale and Livermore performing similar scopes of work. This agreement structure ensures continuity of service while maximizing savings over multiple years. Additionally, the contract includes cancellation provisions should the need arise during the contract term.

The current value of the five-year term (excluding potential future consumer price index adjustments) is \$249,923.62 and the yearly breakdown of cost under the new contract will be:

Annual Breakdown:	Dates:	Amount:
Year 1 (FY2024/25)	4/1/25 through 6/30/25	\$14,701.38
Year 2 (FY2025/26)	7/1/25 through 6/30/26	\$58,805.56
Year 3 (FY2026/27)	7/1/26 through 6/30/27	\$58,805.56
Year 4 (FY2027/28)	7/1/27 through 6/30/28	\$58,805.56
Year 5 (FY2028/29)	7/1/28 through 6/30/29	\$58,805.56

Future year contract amounts will be adjusted based on the Consumer Price Index with amendments to the agreement cost brought forward when needed. Staff is seeking a five-year agreement recognizing that future years will be subject to operating budget appropriations.

CONCLUSION:

Authorize the Town Manager to execute a five-year Agreement for Services with PPWPM, Inc. for downtown power washing for a total agreement amount not to exceed \$249,923.62.

FISCAL IMPACT:

The Adopted Fiscal Year (FY) 2024/25 Parks and Public Works General Fund Operating Budget (111-5401-63365) includes sufficient funds to cover the contract in the amount of \$14,701.38 for FY 2024/25. Future Proposed operating budgets will include requests for funding for the contract per the amounts listed above.

ENVIRONMENTAL ASSESSMENT:

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

Attachments:

1. Agreement for Services with Exhibit A – PPWPM, Inc. Proposal