



## CONSENT CALENDAR

### City of San Bernardino Request for Council Action

**Date:** November 6, 2024

**To:** Honorable Mayor and City Council Members

**From:** Rochelle Clayton, Acting City Manager;  
Lynn Merrill, Director of Public Works, Operations, and Maintenance

**Department:** Public Works

**Subject:** **Amendment No. 1 to Agreement with Environmental Project Services, Inc. for Citywide Sidewalk Repairs and Maintenance (All Wards)**

#### **Recommendation:**

It is recommended that the Mayor and City Council of the City of San Bernardino, California:

1. Authorize the City Manager to execute Amendment No. 1 to Maintenance Services Agreement with Environmental Project Services, Inc. for Concrete Maintenance Services; and
2. Authorize the Director of Finance and Management Services to issue a change purchase order in not to exceed amount of \$2,000,000.

#### **Executive Summary**

A purchase order in the amount not to exceed \$2,000,000 is being requested for concrete maintenance services with Environmental Project Services, Inc. These services are utilized for City wide sidewalk maintenance and repair. This reflects an additional increase of \$1,000,000 from the current purchase order amount as a result of City Council's desire to address a backlog of sidewalk repairs.

#### **Background**

The Operations and Maintenance Division is responsible for all sidewalks, curbs, gutters, and cross gutters, as keeping them in good repair is essential to the safety of the public.

On March 16, 2022, the Mayor and City Council was presented with a staff report

recommending the issuance of an annual purchase order for \$1,000,000 for concrete maintenance services with the low bidder, Environmental Project Services Inc. (EPS). At that meeting, the Mayor and City Council approved the recommendation, which authorized the execution of an agreement with Environmental Project Services, Inc. and the issuance of an annual purchase order in the amount of \$1,000,000.

On June 21, 2023, the Mayor and City Council adopted Resolution No 2023-080 authorizing the Agency Director of Administrative Services to allocate \$3,000,000 of the General Fund balance designated as the “Capital Contingency Reserve” for street segment repairs and sidewalk projects. From that amount, \$1,000,000 has been set aside for sidewalk projects. This amount has been programmed into the current FY 24/25 budget for utilization this year.

### **Discussion**

The City has contracted-out sidewalk and gutter concrete repair services for several years and has been limited to work within a \$1,000,000 cap; however, in recent years, the City has had significant increases in its concrete maintenance needs, particularly in terms of sidewalk maintenance. Repairing City sidewalks and gutters are a quality-of-life issue for the City's residents and a liability issue for the City.

In recent years, the amount of sidewalk repair requests from residents has represented one of the highest categories of service requests (CRMs) the City receives, often reaching more than 500 requests outstanding. Recent efforts have reduced that number to approximately 415; however, much work remains. In 2023, 199 CRMs for sidewalk repairs were completed—nearly exhausting all budgeted funds.

The repairs that need to be made will vary and may involve a relatively simple replacement of a section or might consist of complex and/or larger concrete repairs. In other words, some repairs may involve lengthier stretches of sidewalk while others may involve complex repairs that involve matching curbs and gutters to existing forms.

In an effort to improve the City infrastructure and prevent potential legal claims from injuries resulting from broken or missing sidewalks, staff is requesting the additional \$1,000,000 for concrete services. This increase will provide an opportunity for the Department to maintain, upgrade, and repair sidewalks, curbs, and gutters, and significantly reduce the amount of open work order requests which currently totals 415 requests.

### **2021-2025 Strategic Targets and Goals**

This project is consistent with Key Target No.1d: Minimize risk and litigation exposure. Approval of this recommendation will significantly reduce the risk of potential liability, and significantly reduce the amount of open work order requests.

### **Fiscal Impact**

The fiscal impact for this item is \$2,000,000. There is sufficient budget in the Department's FY24/25 Operating Budget to fund this agreement. There is no additional

impact to the General Fund.

**Conclusion**

It is recommended that the Mayor and City Council of the City of San Bernardino, California:

1. Authorize the City Manager to execute Amendment No. 1 to Maintenance Services Agreement with Environmental Project Services, Inc. for Concrete Maintenance Services; and
2. Authorize the Director of Finance and Management Services to issue a change purchase order in not to exceed amount of \$2,000,000.

**Attachments**

Attachment 1 Amendment No. 1 to Maintenance Services Agreement

Attachment 2 Maintenance Services Agreement - Environmental Project Services

**Ward:**

All Wards

**Synopsis of Previous Council Actions:**

|                |   |
|----------------|---|
| June 21, 2023  | Mayor and City Council adopted Resolution No. 2023-080 authorizing the Agency Director of Administrative Services to allocate \$3,000,000 of the General Fund balance designated as the "Capital Contingency Reserve" for street segment repairs and sidewalk projects. |
| March 16, 2022 | Mayor and City Council approved the recommendation, authorizing the execution of agreement with Environmental Project Services, Inc., and the issuance of an annual purchase order in the amount of \$1,000,000.  |