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Title: Staff Report for a Resolution Authorizing the City Manager to Execute a Non-Professional Services Agreement with Steve's Pool Service for Annual Pool Maintenance and Repair for \$180,000 (three fiscal years at \$60,000 per year)

Sponsors: Debbie Pollart

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Staff Report for a Resolution Authorizing the City Manager to Execute a Non-Professional Services Agreement with Steve's Pool Service for Annual Pool Maintenance and Repair for \$180,000 (three fiscal years at \$60,000 per year)

SUMMARY AND RECOMMENDATIONS

Staff recommends that the City Council authorize the City Manager to execute a Non-Professional Services Agreement with Steve's Pool Service for annual pool maintenance for a three-year term.

In June of this year, an RFP (57156) was issued by the City's Purchasing Agent for City pool and fountain maintenance services. Only one contractor, Steve's Pool Service, responded to the RFP.

BACKGROUND

The City operates and maintains pools at the Boys & Girls Club, San Leandro Family Aquatics Center and Farrelly Pool. While two pools are closed due to repair issues, they require ongoing maintenance to preserve the pool structures and equipment to maintain the pool chemistry.

Steve's Pool Service has been providing month-to-month pool maintenance services to the City of San Leandro since 2012 and has over 35 years of knowledge and experience providing pool maintenance experience in San Leandro. He has unique knowledge of the pool systems at the Boys & Girls Club, the San Leandro Family Aquatics Center, and Farrelly Pool. Steve is a San Leandro-based contractor (sole proprietor) that can provide a high level of response to City pools including weekend service during the summer pool-operating season, and emergency response. He is also best able to provide feedback about equipment needs on upcoming pool renovation projects at all three pool sites.

In addition to the pool sites, we have requested maintenance services for the fountains in public areas of the downtown. Because of the increase in services requests, Public Works Department staff recommend the City should secure annual pool maintenance services with Steve's Pool Service for a three year term.

Analysis

Steve's Pool Service will provide maintenance and repair services to three City pool sites (Boys & Girls Club, San Leandro Family Aquatics Center, and Farrelly Pool). Services include daily maintenance to pools during pool season (and while in operation), cleaning and maintenance of skimmers and filters, maintenance of water chemistry, inspection of pool structures, and various minor repairs to pool systems and features. Steve will provide emergency response to pool sites as needed to respond to mechanical issues and pool contamination. In addition, Steve's Pool Service will maintain the fountains in the downtown plaza.

The cost of pool maintenance services is \$1,000 per pool per month with an additional charge of \$500 for in-season weekend maintenance. Fountain maintenance is \$1,000 per month. All additional services, provided by request, are priced at \$100 per hour.

Current Agency Policies

Steve's Pool Service has the unique knowledge and experience providing pool maintenance to the Boys & Girls Club, the San Leandro Family Aquatics Center, and Farrelly Pool for many years. Steve's Pool Service provides a high level of satisfactory service and rapid response.

Fiscal Impacts

The Building Maintenance Fund maintenance services budget will be impacted by approximately \$60,000 each fiscal year for the next three years. This contract will be funded by the existing budget (no additional appropriations will be requested).

Budget Authority

Funding for the services is included in the adopted budget for Fiscal Year 2018-19 and will be requested in the next biennial budget for the subsequent two fiscal years in account 687-18-004-5310.

ATTACHMENT(S)

Attachment(s) to Related Legislative File

- Non-Professional Services Agreement between The City of San Leandro and Steve's Pool Service for Annual Pool Maintenance

PREPARED BY: Jennifer Auletta, Deputy Public Works Director, Public Works Department