



Item No. 11 Town of Atherton

CITY COUNCIL STAFF REPORT – CONSENT AGENDA

**TO: HONORABLE MAYOR AND CITY COUNCIL
GEORGE RODERICKS, CITY MANAGER**

THROUGH: ROBERT OVADIA, PUBLIC WORKS DIRECTOR

FROM: DAVID HUYNH, PW MAINTENANCE MANAGER/SR. ENGINEER

DATE: JULY 17, 2019

**SUBJECT: APPROVE A 2-YEAR CONTRACT FOR STREET SWEEPING WITH
CONTRACT STREET SWEEPING SERVICES WITH AN OPTION FOR
TWO ADDITIONAL YEARS; AND AUTHORIZE AN AMENDMENT TO
THE PUBLIC WORKS STREET SWEEPING BUDGET FOR FY 2019/20**

RECOMMENDATION

Approve a 2-year sweeping contract with a 2-year extension option to Contract Sweeping Services to provide Town sweeping services in an amount not to exceed \$25,440.16 annually; direct the City Attorney to prepare the contract; authorize the City Manager to execute the agreement; and authorize an amendment to the Public Works Street Sweeping budget for FY 2019/20.

BACKGROUND

In 2008, the Town of Atherton entered into a joint procurement bid for annual sweeping services with the Cities of Brisbane, Daly City, East Palo Alto, San Carlos, Foster City and San Mateo. Contracting of sweeping services is typically less expensive than providing the service in-house. A joint procurement bid normally results in lower costs than a bid by a single municipality.

After the joint procurement trial ended, the Town has continued to use the services of Contract Sweeping Services. Most recently, the Council awarded a contract to Contract Sweeping Services, based on competitive bids, in March 2017. Contract Street Sweeping Services has been prompt and efficient in addressing monthly sweeping needs; thorough in our Town wide quarterly sweeps; and always willing to assist us during times of urgent need when we have requested service from them.

Our contract with Contract Sweeping Services expired in March 2019. Since then, Contract Sweeping Services has continued to sweep streets on a month-to-month basis until the contract was rebid.

ANALYSIS

In seeking to renew services, staff issued directly solicited bids from all available sweeping service companies in the area and received one proposal as described below:

| <u>Company</u> | <u>Location</u> | <u>Monthly Price</u> | <u>Annual Price</u> |
|----------------------------|-----------------|----------------------|---------------------|
| Contract Sweeping Services | Milpitas | \$2,120.01 | \$25,440.12 |
| Statewide Sweeping | Fremont | Non-responsive | |
| CleanStreet | Gardena | Non-responsive | |
| Pro-Sweep | San Jose | Non-responsive | |
| NES Sweeping | Norwalk | Non-responsive | |

The low bidder for the Atherton was Contract Sweeping Services. Contract Sweeping Services has agreed to sweep the curb/guttered sections of town (17.20 curb miles) a total of 8 times annually along with quarterly sweeps of the entire town (110 curb miles). The Town is invoiced in monthly installments.

Contract Sweeping Services has been performing this service for the Town for the past 11 years. They have sufficient staff, back up equipment and a sufficient maintenance program that keeps equipment running to meet our needs. When there have been minor issues in the past, they have responded quickly and professionally showing they value Atherton as a valued customer.

POLICY FOCUS

The Town has never made the investment to run its own internal sweeping program. Staff does not recommend this alternative.

FISCAL IMPACT

The previous contract amount for sweeping services was \$1,481.48 per month or \$17,777.76 annually. The new contract will total \$25,440.16 on an annual basis. An additional \$8,000 is requested to be added to the Public Works - General Fund Operations budget to fund the new contract. Timing of the solicited bid, bid response, and subsequent discussions with current and other vendors delayed this item from being included in the approved budget.

COMMISSION/COMMITTEE FEEDBACK/REFERRAL

This item ___ has or X has not been before a Town Committee or Commission.

- ___ Audit/Finance Committee (meets every other month)
- ___ Bicycle/Pedestrian Committee (meets as needed)
- ___ Civic Center Advisory Committee (meets as needed)
- ___ Environmental Programs Committee (meets every other month)
- ___ Park and Recreation Committee (meets each month)
- ___ Planning Commission (meets each month)
- ___ Rail Committee (meets every other month)
- ___ Transportation Committee (meets every other month)

2019 Sweeping Contract Staff Report

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____ Tree Committee (meets each month)

ATTACHMENTS

Attachment A – Contract Sweeping Services Proposal

Attachment B – Atherton Sweeping Plan



CONTRACT
SWEEPING SERVICES



CONTRACT SWEEPING SERVICES

May 20, 2019

Town of Atherton
AttN: David Huynh
91 Ashfield Road
Atherton, CA 94027
dhuynh@ci.Atherton.ca.us

RE: STREET SWEEPING SERVICES Town of Atherton – **Submission May 31st, 2019 – 12 noon**

Dear David,

On behalf of the Team at Contract Street Sweeping, Inc. we would like to provide supportive reasoning to assist your Board in making the best educated decision in selecting a qualified sweeping organization.

Contract Sweeping has swept the Town of Atherton from approximately 2011 to current. For over 8 years we had success and have grown with the Town of Atherton. In our years and growth, we have also improved and learned areas for which we can improve and streamline operations. In our growth we have improved our infrastructure as well as systems. We are excited to present new perspectives and a fresh outlook to our operation. Please note our most recent changes - Additional Management.

Travis Franksen – Fleet and Safety Manager – Corporate

Travis has over 15 years of global experience within Fleet and Safety derived from serving as a Firefighter in the Marine Corps, and as a Fleet Manager both federally and within the private sector. He is responsible for the proper maintenance and service of our fleet, ensuring that all vehicles are within DOT and CHP compliance, to include all daily operations falling within OSHA and NHSTA guidelines

- Improved Quality Assurance procedures
- Enhanced Driver Training
- GPS Tracking
- Separated routing specialists for **commercial & residential sweeping & parking lots**
- Improved reporting and communications



CONTRACT SWEEPING SERVICES

Contract Sweeping Services, Inc. is a related company to Universal Site Services, Inc. This offers 62 years of history, expertise and dedication to provide a seamless transition for any Municipality. Our founder pioneered the regenerative air operating system found in all modern-day sweepers. Our local roots provide connection and familiarity to the Bay Area market like no other. The principle owners of both Contract Sweeping Services, Inc. and Universal Site Services, Inc. offer an enthusiastic and committed approach to retain the reputation of perseverance and excellence. Our role maintaining status quo is second to none, sweeping is our legacy we will continue to move forward as an industry leader and a true partner in operations.

On the following pages you will have our cost breakdown using Non-Potable Water Source as well as additional information for your City to make decisions on the most qualified vendor.

Sincerely,

Gina Vella

Vice President

Contract Sweeping Services, Inc.

Cc: Joe Vella – President
Roy Johnson – Regional Manager



CONTRACT SWEEPING SERVICES

Pricing Structure

Annual Total \$25,440.16

Monthly Billing \$2,120.01

Pricing includes Monthly Sweeping - 17.20 CM and Quarterly Sweeping of all streets for additional - 92.82 CM

Quarterly Sweeping increases will be scheduled as needed and mutually agreed upon

Gina Vella

5/29/19

Contract Sweeping Services, Inc.



CONTRACT SWEEPING SERVICES

City Routes & Streets

| ATHERTON SWEEPING LOCATIONS | | | | | |
|-----------------------------|-----------------------|-----------------------|-------------|-----------|--|
| LOCATION | FROM | TO | LENGTH (FT) | FREQUENCY | |
| ALAMEDA DE LAS PULGAS | STOCKBRIDGE | WALSH ROAD | 4217 | MONTHLY | |
| ALAMEDA DE LAS PULGAS | CAMINO AL LAGO | STOCKBRIDGE | 4467 | MONTHLY | |
| ALTA VISTA | RIDGEVIEW | FLETCHER | 843 | MONTHLY | |
| ALTA VISTA | FLETCHER | RIDGEVIEW | 843 | MONTHLY | |
| ATHERTON AVE | SELBY LANE | ALAMEDA DE LAS PULGAS | 4800 | MONTHLY | |
| ATHERTON AVE | ALAMEDA DE LAS PULGAS | SELBY LANE | 4800 | MONTHLY | |
| ATHERTON AVE | INGLEWOOD LANE | EL CAMINO REAL | 1808 | MONTHLY | |
| ATHERTON AVE | EL CAMINO REAL | INGLEWOOD LANE | 1808 | MONTHLY | |
| ATHERTON AVE | ELENA AVE | SELBY LANE | 1520 | MONTHLY | |
| ATHERTON AVE | SELBY LANE | ELENA AVE | 1650 | MONTHLY | |
| BELLEAU AVE | RITTENHOUSE | LLOYDEN | 1118 | MONTHLY | |
| BELLEAU AVE | LLOYDEN | RITTENHOUSE | 1118 | MONTHLY | |
| CALTRAIN LOT | BEHIND POLICE DEPT. | | 250 | MONTHLY | |
| ELENA | VALPARIASO | FAXON | 2799 | MONTHLY | |
| ELENA | FAXON | VALPARIASO | 2799 | MONTHLY | |
| ELENA | FAXON | ISABELLA | 459 | MONTHLY | |
| ELENA | ISABELLA | FAXON | 459 | MONTHLY | |
| ELENA | ISABELLA | 100' N OF ISABELLA | 100 | MONTHLY | |
| ELENA | 100' N OF ISABELLA | ISABELLA | 100 | MONTHLY | |
| FAIRFAX AVE | WILBURN AVE | BELLEAU AVE | 461 | MONTHLY | |
| FAIRFAX AVE | BELLEAU AVE | WILBURN AVE | 461 | MONTHLY | |
| FAIR OAKS LANE | FAIR OAKS COURT | EL CAMINO REAL | 169 | MONTHLY | |
| FAIR OAKS LANE | EL CAMINO REAL | FAIR OAKS COURT | 169 | MONTHLY | |
| FAIR OAKS LANE | MIDDLEFIELD ROAD | PRIVATE ROAD | 200 | MONTHLY | |
| FAIR OAKS LANE | PRIVATE ROAD | MIDDLEFIELD ROAD | 200 | MONTHLY | |
| FLETCHER | ALAMEDA DE LAS PULGAS | ALTA VISTA | 3100 | MONTHLY | |
| FLETCHER | ALTA VISTA | ALAMEDA DE LAS PULGAS | 3100 | MONTHLY | |
| LLOYDEN DRIVE | EL CAMINO REAL | FAIR OAKS LANE | 1237 | MONTHLY | |
| LLOYDEN DRIVE | FAIR OAKS LANE | EL CAMINO REAL | 1237 | MONTHLY | |
| MARSH ROAD | TOWN LIMIT SIGN | MIDDLEFIELD ROAD | 3273 | MONTHLY | |
| MARSH ROAD | MIDDLEFIELD ROAD | FAIR OAKS AVE | 3875 | MONTHLY | |
| MIDDLEFIELD ROAD | JENNINGS | RAVENSWOOD | 7845 | MONTHLY | |
| MIDDLEFIELD ROAD | RINGWOOD | JENNINGS | 8445 | MONTHLY | |
| RIDGEVIEW | ATHERTON AVE | ALTA VISTA | 2691 | MONTHLY | |
| RIDGEVIEW | ALTA VISTA | ATHERTON AVE | 2691 | MONTHLY | |
| RITTENHOUSE AVE | WILBURN AVE | LLOYDEN DRIVE | 914 | MONTHLY | |
| RITTENHOUSE AVE | LLOYDEN DRIVE | WILBURN AVE | 914 | MONTHLY | |
| SELBY LANE | TUSCALOOSA | ATHERTON AVE | 860 | MONTHLY | |

Atherton Sweeping List revised 03-2017

| | | | | | |
|---------------------------|----------------|--------------------|---------------|--------------|-----------------|
| SELBY LANE | ATHERTON AVE | TUSCALOOSA | 820 | MONTHLY | |
| SNOWDEN AVE | WILBURN AVE | BELLEAU AVE | 507 | MONTHLY | |
| SNOWDEN AVE | BELLEAU AVE | WILBURN AVE | 507 | MONTHLY | |
| STATION LANE | MAPLE | FAIR OAKS | 880 | MONTHLY | |
| VALPARIASO | EL CAMINO REAL | CAMINO AL LAGO | 6864 | MONTHLY | |
| WEST ATHERTON APRONS | SERRANO | PATRICIA | 200 | MONTHLY | |
| WEST ATHERTON ISLANDS | AUSTIN | SERRANO | 1100 | MONTHLY | |
| WILBURN AVE | SNOWDEN | EL CAMINO REAL | 1067 | MONTHLY | |
| WILBURN AVE | EL CAMINO REAL | SNOWDEN | 1067 | MONTHLY | |
| | | Sub-total - FEET | 90812 | MONTHLY | |
| | | OR MILES | 17.20 | MONTHLY | |
| REMAINDER OF TOWN STREETS | | Sub-total - FEET | 490081 | QUARTERLY | |
| | | OR MILES | 92.82 | QUARTERLY | |
| | | TOTAL FEET | 580893 | FEET | |
| | | TOTAL MILES | 110.02 | MILES | |
| | | | 17.20 | CURBMILES | SWEPT MONTHLY |
| | | | 92.97 | CURBMILES | SWEPT QUARTERLY |

WINTER FREQUENCY = 1) Prior to leaf drop (late Oct-Nov), 2) December/January, 3) February/march, 4) April/May



CONTRACT SWEEPING SERVICES

As requested in your bid package – below is a **partial** reference list – Contract Sweeping Services, Inc. services over 30 bay area municipalities. At your request we can provide additional references:

1) City of Stockton – Residential Street Sweeping

- a) Allied-Delta Container: 1145 W. Charter Way, Stockton Ca 95206
 - i) Kevin Basso 209-481-1763
- b) USA Waste Management:
 - i) Alex Oseguera 209-327-5017
- c) Contract Start: June 2004 - To: Current

2) County of Rancho Cordova- Residential Street Sweeping

- a) 3326 Fitzgerald Rd Rancho Cordova, CA 95742
 - i) Tony Perez 916-438-5072
- b) Contract Start: June 2013 - To: Current

3) City of Napa – Residential Sweeping

- a) 770 Jackson St Napa Ca 94559
 - i) Steve Creggo 707-257-9333
- b) Contract Start: April 2017 - To: Current

4) City of Tracy– Residential Sweeping

- a) 520 Tracy Blvd Tracy CA 95376
 - i) Bob Grawell 209-831-6361
- b) Contract Start: November 2015 - To: Current

5) City of Campbell – Residential Sweeping & Lots

- a) 70 N First Street Campbell, CA 95008
 - i) Ron Taormina - 408-866-2734
- b) Contract Start: July 2006 - To: Current

6) City of Danville – Residential Sweeping

- a) 1000 Sherburne Hills Rd Danville, CA 94526
 - i) Dave Casteel 925-314-3434
- b) Contract Start: January 2005 - To: Current
- c) Contract amount \$182,000.00 annual



CONTRACT SWEEPING SERVICES

- 7) **City of El Cerrito – Residential Sweeping**
 - a) P.O. Box 1316 El Cerrito, CA 94530
 - i) Mark Figone 510-237-4321
 - b) Contract Start: January 2015 - To: Current

- 8) **City of Saratoga – Residential Street Sweeping**
 - a) 19700 Allendale Ave. Saratoga, CA 95070
 - i) Rick Torres - 408-857-6545
 - b) Contract Start: June 2005 - To: Current

- 9) **City of San Ramon – Residential Street Sweeping**
 - a) 5000 Crow Canyon Road, San Ramon, CA 94582
 - i) David Kreuger 925-973-2824
 - b) Contract Start: December 2010 - To: Current
 - c) Contract Start: July 2016 - To: Current

- 10) **City of Pleasant Hill - Residential Sweeping**
 - a) 441 N. Buchanan Circle
 - i) Gayle Vassar 925-671-5229
 - b) Contract Start: November 2014 - To: Current



CONTRACT SWEEPING SERVICES

Please refer to below Equipment List:

| Truck # | YEAR/ MAKE/ MODEL |
|---------|---|
| 1445 | 2019 FREIGHTLINER TYMCO 600 |
| 2449 | 2018 FREIGHTLINER TYMCO 600 |
| 2450 | 2018 FREIGHTLINER TYMCO 600 |
| 6112 | 2018 FREIGHTLINER SCHWARZE A7 TORNADO |
| 9980 | 2017 TYMCO 600 |
| 3504 | 2017 FREIGHTLINER TYMCO 600 |
| 9979 | 2017 FREIGHTLINER TYMCO 600 |
| 1095 | 2017 FREIGHTLINER TYMCO 600 |
| 1096 | 2017 FREIGHTLINER TYMCO 600 |
| 1598 | 2015 TYMCO 600 |
| 1600 | 2015 TYMCO 600 |
| 6934 | 2015 TYMCO 600 |
| 6936 | 2015 TYMCO 600 |
| 6937 | 2015 TYMCO 600 |
| 1599 | 2015 TYMCO 600 |
| 6940 | 2015 TYMCO 600 |
| 7228 | 2015 TYMCO 600 |
| 6935 | 2015 FREIGHTLINER TYMCO |
| 1318 | 2014 TYMCO 600 |
| 2007 | 2014 TYMCO 600 |
| 2491 | 2014 TYMCO 600 |
| 5254 | 2014 TYMCO 600 |
| 1861 | 2014 ISUZU TYMCO 435 |
| 7860 | 2014 FREIGHTLINER ELGIN CROSSWIND |
| 5055 | 2013 INTERNATIONAL 4300 SBA 4X2 TYMCO 600 |
| 3436 | 2013 FREIGHTLINER M2 TYMCO 600 |
| 3565 | 2013 FREIGHTLINER ELGIN CROSSWIND |
| 9292 | 2012 INTERNATIONAL 4300M7 47 SBA 4X2 |
| 4290 | 2011 FREIGHTLINER ROAD WIZARD |
| 5873 | 2011 FREIGHTLINER M2 ELGIN |
| 4101 | 2010 TYMCO 600 |
| 1318 | 2010 TYMCO 600 |



CONTRACT SWEEPING SERVICES

| | |
|------|-------------------------------|
| 1295 | 2010 INTERNATIONAL TYMCO 600 |
| 1299 | 2010 INTERNATIONAL TYMCO 600 |
| 1300 | 2010 INTERNATIONAL TYMCO 600 |
| 1301 | 2010 INTERNATIONAL 4000 TRUCK |
| 3491 | 2009 FORD PYTHON |
| 4859 | 2008 PETERBILT ROLLOFF TRUCK |
| 7763 | 2008 INTERNATIONAL TYMCO 600 |
| 5632 | 2008 INTERNATIONAL 4000 S |
| 1697 | 2008 FREIGHTLINER TYMCO 600 |
| 1696 | 2007 FREIGHTLINER TYMCO 600 |
| 0784 | 2006 STERLING SC-800 |
| 5754 | 2006 STERLING 46X4 "9500 |
| 6858 | 2005 TYMCO 600 |
| 5838 | 2005 STERLING SCHWARTZ |
| 2869 | 2005 FREIGHTLINER TYMCO 600 |
| 4393 | 2002 FREIGHTLINER TYMCO 600 |
| 3599 | 1999 INTERNATIONAL TYMCO 600 |
| 8090 | 2018 Elgin Road Wizard |
| 8421 | 2018 Elgin Road Wizard |
| 8422 | 2018 Elgin Road Wizard |
| 6021 | 2017 Elgin Road Wizard |
| 0824 | 2015 Elgin Road Wizard |
| 0822 | 2015 Elgin Road Wizard |
| 0825 | 2015 Elgin Road Wizard |
| 6022 | 2014 Elgin Road Wizard |
| 6023 | 2014 Elgin Road Wizard |
| 2463 | 2013 Elgin Road Wizard |
| 7430 | 2013 Elgin Road Wizard |
| 7431 | 2013 Elgin Road Wizard |
| 7432 | 2013 Elgin Road Wizard |
| 9079 | 2013 Elgin Road Wizard |
| 9080 | 2013 Elgin Road Wizard |
| 5898 | 2013 Elgin Road Wizard |
| 4965 | 2012 Tymco 600 Vacuum Sweeper |
| 0706 | 2012 Elgin Crosswind |
| 6438 | 2011 Elgin Road Wizard |
| 6440 | 2011 Elgin Road Wizard |



CONTRACT SWEEPING SERVICES

| | |
|------|-------------------------------|
| 4093 | 2010 Tymco 600 Vacuum Sweeper |
| 1269 | 2009 Python GMC T7500 |
| 7996 | 2007 Elgin Road Wizard |
| 7998 | 2007 Elgin Road Wizard |
| 8003 | 2007 Elgin Road Wizard |
| 0033 | 2005 Sterling Wittke |
| 6554 | 2005 Sterling SC8000 |
| 4418 | 2003 Wittke Road Wizard |
| 4424 | 2003 Wittke Road Wizard |
| 4433 | 2003 Wittke Road Wizard |
| 1115 | 2003 Sterling Road Wizard |
| 1125 | 2003 Sterling Road Wizard |
| 1131 | 2003 Sterling Road Wizard |
| 4423 | 2003 Elgin Road Wizard |
| 3224 | 2002 Wittke Road Wizard |
| 3266 | 2002 Wittke Road Wizard |
| 3637 | 2002 Wittke Road Wizard |

Most municipalities are swept with FULL SIZED Regenerative Air Machines, much like our proposed Tymco600 Sweeper – there must be caution not to work with contractors with only MID SIZED Equipment.



CONTRACT SWEEPING SERVICES



Statically speaking the competition will not have simple access to the Mechanical Broom Sweepers which are needed as additional heavy or packed down debris that could build up after the winter rain and gravel run off.

As needed for run off after the winter build up our management will dispatch a full-size mechanical broom unit for the benefit of refined cleaning for compacted gravel and residue removal.

This does not add additional cost to our customers. This allows for our residential and commercial street sweepers to focus on the debris, leaf and general clean up and allows for the heavier machinery for detail cleaning.





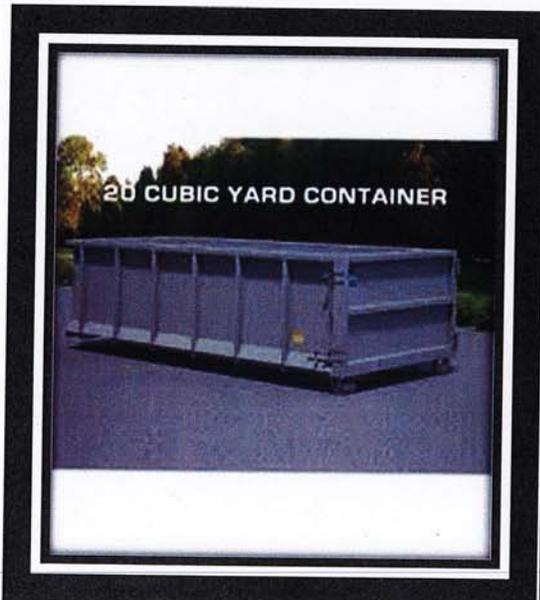
CONTRACT SWEEPING SERVICES



All other FALL SWEEPERS units
will be no older than 5 years and
all CARB COMPLIANT

Other factors when considering our CSS proposal is the fact that our operation is not ONLY a sweeping organization. We employ 2 Full Time – Class A drivers whom operate and manage our Roll-Off Truck operation for internal hauling services with ample bins in various sizes from 10-yard to 40-yard capacity and claw tractors for hauling.

These benefits afford The Town of Atherton additional resources for opportunities which may arise and require alternate solutions. Note these services are not included in the SOW and are additional fees.





CONTRACT SWEEPING SERVICES

Our proposal includes 2 years New CARB COMPLIANT



600[®]

GENERAL SPECIFICATIONS



MODEL 600[®] REGENERATIVE AIR SWEEPER[®] FINAL TIER 4 AUXILIARY ENGINE/CONVENTIONAL CAB CHASSIS

SWEEPER AUXILIARY ENGINE

Engine John Deere 4045 turbo, 4 cyl.
(Final Tier 4)
Displacement 275 in³ (4.5 L)
Power 99 HP @ 2200 RPM (74 kW)
Net torque 315 lb-ft @ 1600 RPM (427 Nm)
Air cleaner Heavy duty, w/pre-cleaner and scavenge vacuum hose
Remote oil filter Spin on, full flow
Auxiliary engine fuel tank shared with chassis
Diesel fuel tank capacity 51 gal (193 L)
DEF tank Dedicated
Capacity (volumetric) 5.4 gal (20.6 L)
Capacity (useable) 3.8 gal (14.4 L)
Auxiliary engine protection system
Fuel/water separator and separate fuel filter
Open crankcase ventilation (OCV) filter

BLOWER, RUBBER LINED

Aluminum alloy, high volume, open face turbine
Purpose Creates blast and suction
Bearings (2) sealed lifetime lube, anti-friction
Bolt-on housing Abrasion resistant, replaceable liner
Drive Heavy duty power band

DUST SEPARATOR

Type Cyclonic, multipass, centrifugal separation
Size 20 x 61 in cylindrical area (508 x 1549 mm)
Located adjacent to blower within hopper
Particulate removal achieved through 61 in (1549 mm) skimmer slot into skimmer hood
Hinged inspection door opened from hopper exterior
Abrasion resistant housing w/replaceable wear resistant liner

HOPPER

Capacity (volumetric) 7.3 yd³ (5.6 m³)
Capacity (useable) 6 yd³ (4.6 m³)
Construction Welded steel plate with integral stiffeners
Floor angle 22°
Dump door opening 84 x 44 in (2134 x 1118 mm)
Dumping method Hydraulic with raker bar
Dumping height 36 in (914 mm)

PICK-UP HEAD

Type Dual chamber
Function Delivers air blast and suction
Width (inside dimension) 87 in (2210 mm)
Std. pick-up head area 2610 in² (1.68 m²)
BAH[®] option area 3567 in² (2.3 m²)
Suspension 4 springs, 2 drag links
Skids DUO SKID[®], long-life carbide
Suction hose diameter 14 in (356 mm)
Pressure hose diameter 14 in (356 mm)
Pressure bleeder Integral for leaf/light material pickup
Reverse pick-up head system

South Coast AQMD Rule 1186 PM₁₀ Certified
1-800-258-9026
www.tymco.com

GUTTER BROOM, TWIN, Patented

Standard equipment includes floodlights and parabolic mirrors
Drive Constant speed non-reversible hydraulic motor
Adjustment Adjustable for down pressure, pattern and wear
Down pressure Automatically adjusts to requirement
Flexibility All directions integral anti-damage "swing away" relief valve
Broom 43 in dia. (1092 mm) steel wire, vertical digger

HYDRAULIC SYSTEM

Operates gutter broom(s), dump and pick-up head
Drive Gear driven from auxiliary engine
Capacity 8 GPM (30.3 LPM)
Reservoir 25 gal (94.6 L) w/80 mesh suction strainer, sight/temperature gauge, cooler
Filter 3 micron in-line
Temperature shutdown system

DUST CONTROL SYSTEM

Water spray nozzles for dust suppression
Pump Electric diaphragm
Reservoirs Polyethylene 220 gal (1249 L), total minimum
Filter 80 mesh in-line
Low water shut-off Safety shut-off with low water warning light in cab coupled with liquid level sensor
Spray nozzles:
Around pick-up head 4
Gutter brooms (each) 2
Hopper (inside) 1
Hydrant fill hose w/storage area 20 ft (6 m)

CONTROL SYSTEM

BlueLogic[®] Control System
Multiplexed electrical system includes hardware and TYMCO designed software that integrates the in-cab controls to the auxiliary engine and all sweeper functions; as well as provides intelligent safety features and on-board diagnostics (OBD) for the auxiliary engine and sweeper through the BlueLogic display.
BlueLogic Display
Pedestal mounted touchscreen display provides sweeper and auxiliary engine data to the operator and includes hour meters (trip and total) for the auxiliary engine, gutter brooms, pick-up head, blower, water pump, and BAH broom if applicable; sweeper odometer (records curb miles swept and sweeping hours), service reminders, custom reminders, overspeed warning, low water audible alarm, and OBD.

Interior Components

Leaf pressure bleeder control, BlueLogic display, auxiliary fuse panel, illuminated control switches: pick-up head, gutter brooms, auxiliary

engine RPM, dust control water system nozzles, safety lights.

Exterior Components

Dump switch, BlueLogic multiplex module

SAFETY/WARNING DEVICES

Alternating LED rear flashers (2)
Back-up alarm
SAE Class 1/California Title 13 amber beacon light with limb guard - LED

OPTIONAL EQUIPMENT

AOD water pump w/washdown hose/spray gun
Abrasion protection package
Auto Sweep Interrupt (ASI)
Auxiliary hand hose 8 in dia. (203 mm)
Auxiliary hand hose hydraulic boom assist
Auxiliary hand hose catch basin cleaning package
Auxiliary hydraulic system
Broom Assist Pick-up Head (BAH[®])
Camera/monitor system
COMDEX (extra water and tool box) 330 gal (1249 L) total capacity
Gutter broom tilt adjuster(s) (left, right, or twin)
Gutter broom variable speed
Gutter broom drop-down
Hi/Low pressure washdown system
High output water system
Hopper deluge system
Hopper drain system
Hose reel, 50 ft (15.24 m) retractable
Lateral airflow nozzle
Linear actuator - pressure bleeder w/gauge
Liquid recovery system
Low emissions package (required for South Coast AQMD Rule 1186)
Magnet, light, standard, or heavy duty
Pick-up head curtain lifter
Pick-up head deluge
Stainless steel options:
Hopper:
Hopper w/dump
Dump door
Inspection doors
Raker plate
High capacity dust separator
Hopper screen
Blower housing
High capacity dust separator
Hopper drain
Paint color (other than TYMCO standard white)

Special options are available for your individual requirements. Contact your local dealer or TYMCO.

CONVENTIONAL CAB CHASSIS AVAILABLE

International 4300
Freightliner M2-106

© TYMCO, Inc. 2018 All rights reserved 1/26/18
This product is protected by numerous U.S. and Foreign Patents.
Photos may contain optional equipment. Specifications subject to change without notice.

Corporate Offices: 760 E. Capitol Avenue ~ Milpitas, CA.95035 ~ Ph: 800.647.9337 ~ Fax: 408.258.0122
Milpitas • Stockton • Sacramento • www.ContractSweeping.com • Contractor License #907009



CONTRACT SWEEPING SERVICES



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
5/16/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

| | | | | | | | | | | | | | | | |
|--|--------------|---|--|---|--------------|--|-------|---|-------|--|-------|------------------------------------|-------|---------------------------------------|-------|
| PRODUCER Vantreo Insurance Brokerage 100 Stony Point Rd, Suite 100 Santa Rosa CA 95401 | | CONTACT NAME: Melissa Tauber PHONE (A/C No. Excl): 707-546-2300 FAX (A/C No.): 707-546-2915 E-MAIL: certs@vantreo.com ADDRESS: | | | | | | | | | | | | | |
| INSURED Universal Site Services, Inc. Contract Sweeping Services Inc. All Desert Service Corp 700 E. Capitol Ave Milpitas CA 95035 | | INSURER(S) AFFORDING COVERAGE <table border="1"> <tr><td>INSURER A: Berkshire Hathaway Homestate Companies</td><td>NAIC # 20044</td></tr> <tr><td>INSURER B: Westchester Surplus Lines Insurance Company</td><td>10172</td></tr> <tr><td>INSURER C: Crum & Forster Specialty Insurance Company</td><td>44520</td></tr> <tr><td>INSURER D: Golden Bear Insurance Company</td><td>39861</td></tr> <tr><td>INSURER E: Prime Insurance Company</td><td>12588</td></tr> <tr><td>INSURER F: StarStone Specialty Ins Co</td><td>44776</td></tr> </table> | | INSURER A: Berkshire Hathaway Homestate Companies | NAIC # 20044 | INSURER B: Westchester Surplus Lines Insurance Company | 10172 | INSURER C: Crum & Forster Specialty Insurance Company | 44520 | INSURER D: Golden Bear Insurance Company | 39861 | INSURER E: Prime Insurance Company | 12588 | INSURER F: StarStone Specialty Ins Co | 44776 |
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| INSURER D: Golden Bear Insurance Company | 39861 | | | | | | | | | | | | | | |
| INSURER E: Prime Insurance Company | 12588 | | | | | | | | | | | | | | |
| INSURER F: StarStone Specialty Ins Co | 44776 | | | | | | | | | | | | | | |

COVERAGES CERTIFICATE NUMBER: 2058955472 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

| INSR LTR | TYPE OF INSURANCE | ADDL INSR | SUBR WVD | POLICY NUMBER | POLICY EFF (MM/DD/YYYY) | POLICY EXP (MM/DD/YYYY) | LIMITS |
|----------|--|-----------|----------|-------------------------------|-------------------------|--------------------------|---|
| D | <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR per claim GENL AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER: | | | GEL11100 | 12/31/2018 | 12/31/2019 | EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$50,000 MED EXP (Any one person) \$5,000 PERSONAL & ADV INJURY \$1,000,000 GENERAL AGGREGATE \$2,000,000 PRODUCTS - COMP/OP AGG \$2,000,000 \$ |
| E | AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> BIPO SIR <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY \$10,000 | | | GC18121426 | 12/31/2018 | 12/31/2019 | COMBINED SINGLE LIMIT (Ea accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$ |
| C | <input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> RETENTION \$ | | | \$22-505393-8 K51138190AL1 | 1/13/2019 1/13/2019 | 12/31/2019 12/31/2019 | EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$ |
| A | WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below | | Y/N Y | UNWC903196 | 10/1/2018 | 10/1/2019 | <input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$1,000,000 E.L. DISEASE - EA EMPLOYEE \$1,000,000 E.L. DISEASE - POLICY LIMIT \$1,000,000 |
| B | Pollution Liability | | | G27917343004 | 10/17/2018 | 12/31/2019 | Each Occurrence \$1,000,000 Aggregate \$1,000,000 Deductible \$10,000 |

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

| | |
|--|---|
| CERTIFICATE HOLDER Town of Atherton 91 Ashfield Road Atherton CA 94027 | CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE <i>Melissa Tauber</i> |
|--|---|

ACORD 25 (2016/03)

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CONTRACT SWEEPING SERVICES

On behalf of the Team at Contract Street Sweeping, Inc. we would like to provide supportive reasoning to assist your Board in making the best educated decision in selecting a qualified Sweeping organization.

The principal owners of Contract Sweeping Services, Inc. have been in the industry for a collective 40+ years. Our founder; Leonard Vella pioneered the modern regenerative air operating system. Most all of the families working career has evolved from exterior maintenance services, street, parking lots and construction sweeping and together with their team offer an enthusiastic and committed approach to retain the reputation of perseverance and excellence.

Contract Sweeping Services, Inc. is one of the largest municipal street sweeping companies in California and strives for perfection. Contract Sweeping originated in 2003, however a "sister" organization to the parent Universal Site Services, Inc. founded in 1958.

The backbone to any organization offering services by means of mechanical equipment are seasoned mechanics equipped to travel and repair in the field. In addition to technicians that are skilled - qualified sweeper operators that provide the Municipality the confidence of a job well done. This is an increased benefit most organizations will not have the ability to offer traveling from other regions. Our Fleet and Team can be found at either our Stockton or Milpitas shops or most recently we have contracted for small local satellite yards to minimize travel time for our employees.

We encourage for your Board to visit one or all our shops and take account the activity, management and operations that occur within our Team!

- 1) Minimal to NO down time for repairs
- 2) **LOCALLY OPERATED**
 - a. Local Equipment
 - b. Local Management
 - c. Local Operators
- 3) Seasoned Management with Sweeping Expertise



CONTRACT SWEEPING SERVICES

Quality Services * Relationship Building * Customer Satisfaction

- ❖ **Principal in Charge – Gina Vella**
 - gvella@contractsweping.com
 - 408-639-5711
 - Availability 24 hours per day
- ❖ **Project Manager – Roy Johnson**
 - rjohnson@contractsweping.com
 - 408-489-6962
 - Availability 24 hours per day
- ❖ **Project Assistant – Diana Manriquez**
 - dmanriquez@contractsweping.com
 - 408-228-4564
 - Availability M-F 7am-4pm
- ❖ **Safety & Fleet Manager**
 - tfrankensen@universalsiteservices.com
 - 408-309-6733
 - Availability 24 hours per day

Joe Vella - President

Joe has worked within the sweeping industry starting with Universal since 1987. He started working washing machines and cleaning the shop as a summer job. His name is well knowing within the manufacturing of large equipment and many engineers call upon Joe to test new sweeping technologies.

- Strong Mechanical Knowledge
- Problem solve both equipment engineering and operational management
- Engineering of mechanics
- Asset management for all purchases of equipment for all organization
- Route building experience
- Hands on approach to training and implementation
- Maintains communications between all Key management of California & Nevada



CONTRACT SWEEPING SERVICES

Gina Vella - Vice President

Gina worked within offices of Universal during summer breaks since 1985. Gina left the family business and started various clothing lines, worked in Corporate retail and graduated from the Fashion Institute of Design & Merchandising – FIDM. There would not be another path she desired; as leaving the company and coming back with real Corporate experience she feels has set her up for success in the current industry.

- Strong contract negotiations
- Management of sales and marketing directions of all companies
- Cost & budget accounting
- Budget analysis
- Strategic planning and follow through with results
- Company envision to set up to exceed customers expectation
- Communication skills
- Able to define problems and find solutions

Roy Johnson – Field Operations Manager – Milpitas

Roy is the newest member of our team. He has many years in from dispatch and routing of long haulers. His participation in Dublin would enforce our training and safety procedures, liaison between drivers and city, as well as ensure that our driver staff are all cross trained and committed to quality assurance without your city streets.

Travis Franksen – Fleet and Safety Manager – Corporate

Travis has over 15 years of global experience within Fleet and Safety derived from serving as a Firefighter in the Marine Corps, and as a Fleet Manager both federally and within the private sector. He is responsible for the proper maintenance and service of our fleet, ensuring that all vehicles are within DOT and CHP compliance, to include all daily operations falling within OSHA and NHSTA guidelines.

- Strong organizational skills
- Attention to detail
- Multi-faceted leader
- Resourceful problem solver



CONTRACT SWEEPING SERVICES

Jesus Carrillo - Shop Manager

Jesus has worked with our Team of organizations since 1985. Jesus's knowledge in the mechanics of sweeper operations exceeds average standards of mechanics within our specialty industry and with Joe at his side, often works with manufactures to develop and refine new sweepers and future developments.

- Maintaining all equipment in good working order for all companies
- Manage inventory
- Purchase replacement parts
- Schedules equipment maintenance
- Manage BIT, DOT, OSHA compliance

Diana Manriquez – Customer Service Support – Milpitas

Diana offers a strong support for routing and dispatch out of the Milpitas office. She is an important part of the operational team and often point of contact for drivers in the field.

Equipment & Routing

Contract Sweeping Services, Inc. operates of 80 street sweepers. Most often for the Town of Atherton there would be 1 street sweepers assigned to the routes nine (9) months of the year. Our team can confidently complete these routes and service the residential and commercial streets on the bi-monthly rotation.

During the Fall Season November, December & January our sweepers will rotate in and assist on large routes or in the case of winter storms. This is of NO ADDITIONAL CHARGE TO THE CITY. The timing and use of these units are predicated upon the weather patterns. **The type of equipment would be regenerative air machines with mechanical brooms as necessary.**

- Tymco 600 – residential sweeping - Primary
- Tymco 600– residential sweeping – BACK UP
- Mechanical Broom – As needed for gravel build up- this would be accommodated to assist the primary and secondary sweeper if the environment required for a different type of clean up.
- Parking lot sweeper / laborers for blowing parking lots



CONTRACT SWEEPING SERVICES

Examples of Zonar Report / Daily Routes



CSS utilizing Zonar GPS on all our sweepers to track employees for productivity and accurate routing guidance. Below is a screen shot of the details we acquire daily or as needed to communicate with a team member. These reports can be used for a check and balance in billings as well if necessary to reroute or re-sweep to accommodate the cleanliness or customer services desired.

Overlap Path

Asset No. (select up to 5):

- 2007 from: 2017-04-03
- 2007 from: 2017-03-07
- 2007 from: 2017-04-12
- 2007 from: 2017-04-17
- 2007 from: 2017-04-14

Path Report Data

| Asset No. | Graph | Date Range | Distance | Max Speed | Max Idle | Max Stop | Export |
|-----------|-------|------------------|-------------|-----------|----------|----------|--------|
| | | from to | | | | | |
| 2007 | 50 | 2017-04-03 05:03 | 121.0 Miles | 62.7 mph | 00:46:55 | 53:03:34 | |
| 2007 | 50 | 2017-03-07 05:03 | 136.1 Miles | 62.8 mph | 00:46:06 | 16:21:43 | |
| 2007 | 50 | 2017-04-12 05:04 | 160.4 Miles | 62.4 mph | 00:47:04 | 14:26:56 | |
| 2007 | 50 | 2017-04-17 04:05 | 138.7 Miles | 63.5 mph | 00:45:03 | 83:57:37 | |

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 Terms & Conditions and Data Disclosure Policy
 PHONE: 917 642 2347
 FAX: 395 679 3187

GTC v3.307.8.4
 OS Version 4.201.4.0
 Location Filter: All Locations
 Attribute Filter: N/A

Following page is an example of our employee daily sweeper report. It can be customized to the needs for any City but also used for monthly and annual tonnage reports required by the state.



CONTRACT SWEEPING SERVICES



CONTRACT SWEEPING SERVICES

Sweeper Daily Report

Date: _____ City: _____

Operator Name: _____ Route: _____

Operator Signature: _____

Lunch: Yes / No Start Lunch Time: _____ End Lunch Time: _____ Sweeper # _____

Engine Hours: Start Time: _____ End Time: _____ Extra Sweeper: Yes / No

Fuel: # of Gallons: _____ Rain Day: Yes / No

Were you involved in an accident / Injury?
Yes (Please contact your supervisor immediately)
No

Time Clocked In: _____ Starting Route Odometer: _____

Time Clocked Out: _____ Ending Route Odometer: _____

Water Location: _____ # of Water Stops: _____

Dump Location: _____ # of Dumps: _____

Missed Streets: _____ # of Streets: _____

Street Name: _____

Why: _____

Low Trees: _____ # of Low Trees: _____

Street Name: _____

Delays:| _____



CONTRACT SWEEPING SERVICES

Employees

Much like the Primary and Secondary sweepers there would be assigned employees to these units which would be familiar with the Town of Atherton. We find it best policy to retain consistencies in our routing and ensure that our teams become familiar with each city and routes idiosyncrasies and local needs. In addition to two (2-3) laborers assigned to each city, we have local managers, local shop with ample mechanics, and if necessary a mobile mechanic operation to facilitate the field breakdowns

As indicated above, CSS will dedicate a full time Sweeper Operator to the Town of Atherton for consistency of routes in the event of sick call or vacation, CSS has a pool of driver to pull from to complete daily routes. CSS route managers take the initiated to talk to the City residents of any concerns they may have. Also, by checking for quality of sweeping. Using our Zonar GPS to track and responded to any complaints or question the City may encounter.

Driver background checks and BIT program

All CSS drivers are entered into a program which monitors the random rotation and a "pull" to be tested for drug and alcohol usage. It could be monthly or quarterly that an employee is randomly selected. This is a program operated within the Department of Motor Vehicles (DMV). Additionally, all new hires are screened by Smyser and Associates who is a 3rd party organizations who are professionals in BIT compliance and DOT compliance. <http://smysersafe.net/>

Complaint Management

Furthermore, all complaints are tracked with before and after photos and handled within 4 hours of receipt of complaint. Additional follow-up for solutions and completion of all concerns are then provided a recap within 24 hours via email or call to the customer.



CONTRACT SWEEPING SERVICES



L-C-E

Identify & Acknowledge

Corrective Action

Execute Change

- ✓ When issues are uncovered concerns are address with the appropriate Territory and Area Manager
 - Communication
- ✓ Corrective actions are put into play
 - Additional crews are dispatched to resolve the immediate issue
 - Meeting with Public Works or Resident when Public Relations are necessary
 - Before and after Pictures
 - Meet with field teams
 - Training
- ✓ Standard Operating Procedural Changes are made
 - Follow up inspections and communication with field crews to ensure the corrective plan are implemented

Repairs and Maintenance

Contract Sweeping Services, Inc. employs seasoned sweeper mechanics and ensures that our teams stay in compliance with 90 BIT inspections and DOT regulations. In efforts to narrow the main objectives with regards to equipment we have listed below our priorities.

Objectives

- Safety
- Quality
- Efficiency



CONTRACT SWEEPING SERVICES

Safety

First and foremost, our teams must be properly trained and working in a safe environment. Our first most important task of implementation of any contract is to secure the manpower and then assign the equipment. If required our Human Resource Department would interview all current staff as well all current employees within our infrastructure to hire within.

We have three levels of interview processes that include aptitude testing, drug testing and basic qualifications of clean driving records. Selected employees would be put through training processes that focuses upon the specific engineering and how to properly operate street sweeping equipment following and DOT documentation regulations.

- 1-week training in the mechanics of the machines includes safety procedures that include pre-trip and post trip reporting expectations
- 1-week training in the operation of the equipment
- 1 week drive along with a seasoned operator

In addition to new hire safety training we employ a safety committee team for monthly, weekly and daily safety topics which are organized and distributed to each department head. All management is required to hold regular safety meetings and implement rewards and consequences as needed.

Quality

Our approach to quality is "it is easier to do a job right the first time, than try to explain why you didn't offer your best foot forward on the first round."

The definition of quality can be defined differently by many people. Our management staff has high expectations, our field quality and reputation to provide solid, reliable services can speak for themselves. **Please contact any representative provided in our References**

Assigned by region and by company we employ quality assurance teams to follow our crew's performance and provide constant communications to our customers. In the case we do get a call, our follow up will include all means necessary to ensure that your resident is fully satisfied with our customer service and resolve to their inquiry.



CONTRACT SWEEPING SERVICES

Efficiency

With modern technologies we have improved our productivity that is supported with GPS tracking in our equipment. Our equipment can be tracked based upon location, speed, brooms up or down and much more. This technology can be provided to you or you may gain access to your assigned sweeper with personal log in options.

Not only with this technology which we can track our staff, we also employ honest hard working teams whom are encouraged to think independently and are qualified to get the job done while offering productive resolutions.

All routes are quality checked on rotation and management retains constant communication with our customers and field teams.

In the case of illness or vacations, Contract Sweeping employs ample qualified operators who could be available to provide sweeping services in the case of vacation, illness or injury. All of our operators have considerable experience with Municipal Sweeping and are flexible to fulfill their assignments.

We diligently reroute operators to other contracts for cross training purposes. The assigned manager works daily on quality assurance and follows up on inquiries. The designated managers record and organize all month end reports and track GPS reports. These back-end operations are all seamless and there is only positive future impact to your Municipality.

Emergency Services

All managers are on duty 24//7. Our estimated time of arrival for emergency call out will be a minimum of 1 hour during working hours described at 7:00 AM to 5:00 PM Monday – Friday. Arrival for after hour call outs should not exceed 2 hours. A twenty-four (24) hour emergency number is available. All personnel are equipped with communication.



CONTRACT SWEEPING SERVICES

SWEEPER EQUIPMENT MAINTENANCE SCHEDULE

The daily routines of sweeper operators and mechanics for Contract Sweeping Services, Inc. have been developed as routine safety inspections and a preventative maintenance program, for each piece of equipment operated our mechanics, have a thorough and proven system that is executed and managed. There are level 1 – 3 inspections that allow a rotation of parts and necessary services to retain the performance and life in each piece of equipment. At the time a piece of equipment is found to need repair, it is pulled out of operation. The equipment will not be operated until all items listed on the work order have been addressed; repairs have been completed and signed off by the Shop Manager. Once the equipment has passed all inspections, it will be assigned to work.

LEVEL ONE: DAILY BASIC MAINTENANCE

Daily: Blow air filter elements and inside of cab, grease fittings, check all fluids and replenish as needed, check all lights to be sure they are functioning properly, and wash equipment to maintain a clean image.

LEVEL TWO: WEEKLY MAINTENANCE

Check all brooms and flaps replace as needed, change gutter brooms approximately every 4 days or 32 hours of sweeping, check wear on tires.

LEVEL THREE: MONTHLY PREVENTATIVE MAINTENANCE

Change front oils, replace air elements, replace rear brooms and flap kits (at approximately 170 hours) tune front motor, replace plugs, flush radiator, check bushings and change if needed, replace fuel filters, change transmission fluid and service transmission, replace tires (front and rear) if needed, check brakes and replace if needed.

All Levels of service assist in the preservation of a clean image and increase the performance of our equipment. *Our commitment to excellence is beneficial to all parties involved!*

| ATHERTON SWEEPING LOCATIONS | | | | |
|------------------------------------|-----------------------|-----------------------|--------------------|------------------|
| LOCATION | FROM | TO | LENGTH (FT) | FREQUENCY |
| ALAMEDA DE LAS PULGAS | STOCKBRIDGE | WALSH ROAD | 4217 | MONTHLY |
| ALAMEDA DE LAS PULGAS | CAMINO AL LAGO | STOCKBRIDGE | 4467 | MONTHLY |
| ALTA VISTA | RIDGEVIEW | FLETCHER | 843 | MONTHLY |
| ALTA VISTA | FLETCHER | RIDGEVIEW | 843 | MONTHLY |
| ATHERTON AVE | SELBY LANE | ALAMEDA DE LAS PULGAS | 4800 | MONTHLY |
| ATHERTON AVE | ALAMEDA DE LAS PULGAS | SELBY LANE | 4800 | MONTHLY |
| ATHERTON AVE | INGLEWOOD LANE | EL CAMINO REAL | 1808 | MONTHLY |
| ATHERTON AVE | EL CAMINO REAL | INGLEWOOD LANE | 1808 | MONTHLY |
| ATHERTON AVE | ELENA AVE | SELBY LANE | 1520 | MONTHLY |
| ATHERTON AVE | SELBY LANE | ELENA AVE | 1650 | MONTHLY |
| BELLEAU AVE | RITTENHOUSE | LLOYDEN | 1118 | MONTHLY |
| BELLEAU AVE | LLOYDEN | RITTENHOUSE | 1118 | MONTHLY |
| CALTRAIN LOT | BEHIND POLICE DEPT. | | 250 | MONTHLY |
| ELENA | VALPARIASO | FAXON | 2799 | MONTHLY |
| ELENA | FAXON | VALPARIASO | 2799 | MONTHLY |
| ELENA | FAXON | ISABELLA | 459 | MONTHLY |
| ELENA | ISABELLA | FAXON | 459 | MONTHLY |
| ELENA | ISABELLA | 100' N OF ISABELLA | 100 | MONTHLY |
| ELENA | 100' N OF ISABELLA | ISABELLA | 100 | MONTHLY |
| FAIRFAX AVE | WILBURN AVE | BELLEAU AVE | 461 | MONTHLY |
| FAIRFAX AVE | BELLEAU AVE | WILBURN AVE | 461 | MONTHLY |
| FAIR OAKS LANE | FAIR OAKS COURT | EL CAMINO REAL | 169 | MONTHLY |
| FAIR OAKS LANE | EL CAMINO REAL | FAIR OAKS COURT | 169 | MONTHLY |
| FAIR OAKS LANE | MIDDLEFIELD ROAD | PRIVATE ROAD | 200 | MONTHLY |
| FAIR OAKS LANE | PRIVATE ROAD | MIDDLEFIELD ROAD | 200 | MONTHLY |
| FLETCHER | ALAMEDA DE LAS PULGAS | ALTA VISTA | 3100 | MONTHLY |
| FLETCHER | ALTA VISTA | ALAMEDA DE LAS PULGAS | 3100 | MONTHLY |
| LLOYDEN DRIVE | EL CAMINO REAL | FAIR OAKS LANE | 1237 | MONTHLY |
| LLOYDEN DRIVE | FAIR OAKS LANE | EL CAMINO REAL | 1237 | MONTHLY |
| MARSH ROAD | TOWN LIMIT SIGN | MIDDLEFIELD ROAD | 3273 | MONTHLY |
| MARSH ROAD | MIDDLEFIELD ROAD | FAIR OAKS AVE | 3875 | MONTHLY |
| MIDDLEFIELD ROAD | JENNINGS | RAVENSWOOD | 7845 | MONTHLY |
| MIDDLEFIELD ROAD | RINGWOOD | JENNINGS | 8445 | MONTHLY |
| RIDGEVIEW | ATHERTON AVE | ALTA VISTA | 2691 | MONTHLY |
| RIDGEVIEW | ALTA VISTA | ATHERTON AVE | 2691 | MONTHLY |
| RITTENHOUSE AVE | WILBURN AVE | LLOYDEN DRIVE | 914 | MONTHLY |
| RITTENHOUSE AVE | LLOYDEN DRIVE | WILBURN AVE | 914 | MONTHLY |
| SELBY LANE | TUSCALOOSA | ATHERTON AVE | 860 | MONTHLY |

| | | | | | |
|--|----------------|--------------------|---------------|-----------|-----------------|
| SELBY LANE | ATHERTON AVE | TUSCALOOSA | 820 | MONTHLY | |
| SNOWDEN AVE | WILBURN AVE | BELLEAU AVE | 507 | MONTHLY | |
| SNOWDEN AVE | BELLEAU AVE | WILBURN AVE | 507 | MONTHLY | |
| STATION LANE | MAPLE | FAIR OAKS | 880 | MONTHLY | |
| VALPARIASO | EL CAMINO REAL | CAMINO AL LAGO | 6864 | MONTHLY | |
| WEST ATHERTON APRONS | SERRANO | PATRICIA | 200 | MONTHLY | |
| WEST ATHERTON ISLANDS | AUSTIN | SERRANO | 1100 | MONTHLY | |
| WILBURN AVE | SNOWDEN | EL CAMINO REAL | 1067 | MONTHLY | |
| WILBURN AVE | EL CAMINO REAL | SNOWDEN | 1067 | MONTHLY | |
| | | Sub-total - FEET | 90812 | MONTHLY | |
| | | OR MILES | 17.20 | MONTHLY | |
| REMAINDER OF TOWN STREETS | | Sub-total - FEET | 490081 | QUARTERLY | |
| | | OR MILES | 92.82 | QUARTERLY | |
| | | TOTAL FEET | 580893 | FEET | |
| | | TOTAL MILES | 110.02 | MILES | |
| | | | | | |
| | | | 17.20 | CURBMILES | SWEPT MONTHLY |
| | | | 92.97 | CURBMILES | SWEPT QUARTERLY |
| WINTER FREQUENCY = 1) Prior to leaf drop (late Oct-Nov),. 2) December/January, 3) February/march, 4) April/May | | | | | |