



Item No. 11 Town of Atherton

CITY COUNCIL STAFF REPORT – CONSENT AGENDA

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

VIA: ROBERT OVADIA, PUBLIC WORKS DIRECTOR

FROM: DAVID HUYNH, SR. ENGINEER/MAINTENANCE MANAGER

DATE: NOVEMBER 17, 2021

**SUBJECT: APPROVE AN AMENDMENT AND PRICE ADJUSTMENT FOR
SWEEPING SERVICES WITH CONTRACT SWEEPING SERVICES**

RECOMMENDATION

Authorize an amendment to Contract Sweeping Services contract for the continuation of sweeping services with not-to-exceed amount of \$26,712.17 annually or (\$2,226.01 monthly); direct the City Attorney to prepare the extension; and authorize the City Manager to execute the agreement.

BACKGROUND

Contract Sweeping Services became the Town's Sweeping Services provider in August 2019. Their current contract is a 2-year contract with an option to extend the contract for one additional 2-year term, which would end in August 2023.

ANALYSIS

In August 2021, Town staff actively began negotiations with Contract Sweeping Services to extend their existing services contract. The proposed contract extension includes a CPI adjustment in the amount of 3.2%.

Contract Sweeping (current):	\$2,120.01 monthly (\$25,440.12 annually)
Propose Contract Extension Amount:	\$2,187.85 monthly (\$26,254.20 annually)

POLICY FOCUS

The Town has never made the investment to run its own street sweeping program and has always contracted for street sweeping services. City Council discussion should focus on the cost effectiveness of maintaining the existing contract arrangement.

FISCAL IMPACT

The proposed Fiscal Year 2021-22 operating budget has sufficient funds to pay for these services out of the General Fund in the amount of \$26,254.20 annually.

GOAL ALIGNMENT

This Report and its contents are in alignment with the following Council Policy Goals:

- Goal A – Maintain Fiscal Responsibility
- Goal F – Be Forward-Thinking, Well-Managed, and Well-Planned

PUBLIC NOTICE

Public notification was achieved by posting the agenda, with this agenda item being listed, at least 72 hours prior to the meeting in print and electronically. Information about the project is also disseminated via the Town’s electronic News Flash and Atherton Online. There are approximately 1,200 subscribers to the Town’s electronic News Flash publications. Subscribers include residents as well as stakeholders – to include, but be not limited to, media outlets, school districts, Menlo Park Fire District, service providers (water, power, and sewer), and regional elected officials.

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)

ATTACHMENTS

None