

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: September 12, 2024

PREPARED BY: Bassam AL-Beitawi, Senior Project Manager
Randy Chavez, Deputy Public Works Director

SUBJECT: AWARD A CONTRACT TO UNITED STORM WATER INC., FOR THE ON-CALL CATCH BASIN AND DRAIN CLEANING PROGRAM (PROJECT NO. MDR00004)

RECOMMENDATION:

1. Award a contract to United Storm Water, Inc., for the On-Call Catch Basin and Drain Cleaning Program in an amount not to exceed \$309,317 for the first year and \$175,321 annually thereafter for a three-year term, with two one-year extensions.
2. Authorize the City Attorney to make any necessary non-monetary changes to the agreement.
3. Authorize the City Manager to execute the agreement, any documents necessary to effectuate the actions taken herewith, and approve written contract amendment and change order requests for unanticipated conditions per Section 3.30.170 of the Palm Desert Municipal Code.

BACKGROUND/ANALYSIS:

To ensure the safety and functionality of City-owned catch basins and drains, the City of Palm Desert (City) contracts annually for their cleaning and maintenance. This regular upkeep is essential for preventing sediment and debris accumulation, which can block storm drains and lead to flooding. By frequently removing this material, the City reduces unpleasant odors, minimizes contamination in receiving waters, and complies with certain requirements of the City's NPDES (National Pollutant Discharge Elimination System) permit.

As part of this commitment, on June 16, 2024, the City released a Request for Proposal (RFP) for the On-Call Catch Basin and Drain Cleaning Program (Program). This scope of work covers the cleaning of 820 catch basins and 110 under-sidewalk drains annually.

In addition, the Program includes the fabrication and installation of 139 connector pipe screen (CPS) units, as required by the NPDES permit. These CPS units are designed to capture trash and debris while allowing water to flow into the storm drain system, ultimately protecting the Whitewater River Channel. The installation of these CPS units will complete the equipping of all catch basins in Palm Desert.

The City received two proposals by the deadline of August 15, 2024. The proposals were reviewed for clarity and conformance with the guidelines, content of the proposal, experience and performance, comments by references, and fee proposal (range of costs). The companies submitting proposals include:

City of Palm Desert
 Catch Basin and Drain Cleaning Program

Company	Location	Year 1 *	Year 2-5
United Storm Water, Inc.	Industry, CA	\$309,317	\$175,321
Downstream Services, Inc.	Escondido, CA	\$554,340	\$307,893

* The 139 CPS units are proposed to be installed in Year 1 at a one-time cost of \$133,996.

A Selection Committee comprising of two staff members from the Public Works Department reviewed the proposals. Following an evaluation, the Committee proposes awarding a contract to United Storm Water, Inc., (Contractor) for on-call services.

The Contractor demonstrated conformance with the RFP by providing the content in the format identified in the RFP. Furthermore, they provided the most competitive pricing, with rates favorable compared to the other vendor. In addition, staff conducted a reference check on the Contractor, receiving commendable feedback on their past performance, including their responsiveness, work quality, and communication with their clients. Lastly, the Contractor received the contract last fiscal year and provided satisfactory services.

Legal Review:

This report has been reviewed by the City Attorney’s Office.

FINANCIAL IMPACT:

The approved Capital Improvement Project (CIP) List for Fiscal Year 2024/25 includes an annual amount of \$385,000 under two accounts for the Program.

The table below lists the budget programmed for FY 2024/25:

Program	Account	Budget
Catch Basin & Inlet Modifications	2114311-4333200	\$110,000
Catch Basin & Inlet Modifications	4204314-4333200	\$275,000
Total:		\$385,000

Staff will budget accordingly during the annual budget approval process for future years and expenditures will be contingent upon budget approval; therefore, there is no further financial impact to the general fund.

ATTACHMENTS:

1. Agreement
2. Payment and Performance Bonds
3. Proposal