

CITY OF PALM DESERT STAFF REPORT

MEETING DATE: April 10, 2025

PREPARED BY: Randy Chavez, Director of Public Works

SUBJECT: AWARD CONTRACT TO TRI-STAR CONTRACTING II, INC. OF DESERT HOT SPRINGS, CALIFORNIA, FOR ON-CALL MAINTENANCE AND REPAIRS FOR PUBLIC STREETS AND SPACES (PROJECT NO. SST00001)

RECOMMENDATION:

1. Award a Maintenance Services Agreement with Tri-Star Contracting II, Inc., of Desert Hot Springs, California, in the amount not to exceed \$150,000 for FY 2024-25, and \$500,000 annually thereafter for a 38-month term with the option of (2) additional one-year extensions.
2. Authorize the City Attorney to make necessary non-monetary changes to the agreement.
3. Authorize the City Manager to execute the agreement and any other documents necessary to effectuate this action, in accordance with Section 3.30.170 of the Palm Desert Municipal Code.

BACKGROUND/ANALYSIS:

Recent extreme weather has caused significant damage to city-maintained facilities, streets, and infrastructure. While City maintenance staff respond promptly, some cleanup efforts require specialized equipment and resources that the City does not currently have. In such cases, acquiring these resources can be challenging, particularly during emergencies when demand is high, and multiple agencies compete for vendor support.

To ensure a swift and efficient response to emergencies, securing a formal agreement with a vendor for on-call maintenance and repair services is essential. This would allow for the prompt addressing of urgent needs such as road maintenance, storm drain system repairs, and debris removal. Vendors are more likely to prioritize agencies with established agreements, enabling the City to mitigate damage, restore services, and enhance public safety more effectively. Several agencies, including the City of Rancho Mirage, the City of Desert Hot Springs, Mission Springs Water District, and Coachella Valley Water District, have proactively implemented similar contracts.

In addition, staff aim to proactively address issues stemming from normal wear and tear while enhancing preventative maintenance efforts to minimize disruptions to city services. By supplementing routine maintenance with timely interventions, the City can extend the lifespan of critical infrastructure, reduce long-term repair costs, and ensure uninterrupted service delivery to the community.

Key tasks this contract aims to address include:

- **Addressing excess sand buildup** following wind events
- **Maintenance and repair of storm channels and basins**

City of Palm Desert
 Award Contract for On-Call Repairs for Public Streets and Spaces

- **Repair of large sinkholes and potholes** that develop because of weather conditions or normal wear and tear

On February 13, 2025, a request for proposals (RFP) for the On-Call Maintenance and Repairs for Public Streets and Spaces Project was advertised through the City’s bid management portal OpenGov (Project ID: 2025-RFP-159). A mandatory pre-proposal meeting was held on February 19, 2025, with four vendors in attendance. On March 11, 2025, staff received two proposals electronically and both were evaluated based on the following criteria:

- Clarity and adherence to proposal requirements
- Proposer’s experience and performance
- Content of the proposal, including the work plan
- Team members’ experience and performance
- Comments by references
- Fee Proposal

The selection committee ranked the proposals numerically as follows:

CONTRACTOR	LOCATION	RANKING
Tri-Star Contracting II, Inc.	Desert Hot Springs, CA	1
Sky Construction Services	Bermuda Dunes, CA	2

Staff determined that Tri-Star Contracting II, Inc., who performed emergency repairs at various areas throughout the City after Hilary Storm, submitted a more complete proposal with competitive pricing. Based on this review, staff recommend awarding the three-year contract to Tri-Star Contracting II, Inc.

Legal Review:

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

FINANCIAL IMPACT:

The Fiscal Year 2024-25 Annual Budget includes \$150,000 in Capital Project Account No. 4004370-5000903 for the Mid-Valley Channel Improvements Project, which will be completed through this contract. As a result, there is no additional financial impact on the general fund beyond the contract amount. Staff will budget and utilize available funds from various accounts as needed for on-call maintenance and repair services for the Mid-Valley Channel, public streets, and other City-maintained public spaces.

The table below outlines recent repairs and their associated costs, which were used to determine the subsequent Fiscal Years’ annual contract amount of \$500,000:

Location	Work Performed	Cost
Cook Street	Culvert cleaning following Hilary Storm	\$140,000.00
Gerald Ford	Sinkhole repair	\$151,673.70
Haystack Channel	Repairs following rain event	\$278,178.70
Freedom Park	Field cleanup following Hilary Storm	\$818,705.47

Funding for this agreement in future fiscal years is contingent upon City Council approval of the budget requests. request. By establishing a \$500,000 annual maximum, any amount approved by City Council, equal to or less than this amount, would not require a contract amendment in addition to the approved budget application.

ATTACHMENTS:

1. Maintenance Services Agreement
2. Payment and Performance Bonds
3. Contractor Proposal