TO: HONORABLE CITY COUNCIL
FROM: CITY MANAGER DEPARTMENT: UTILITIES
DATE: JULY 18, 2005 CMR:259:05
SUBJECT: APPROVAL OF A UTILITIES ENTERPRISE FUND CONTRACT WITH ROTO ROOTER IN THE AMOUNT OF $480,000 FOR SEWER LATERAL CLEANING SERVICES

RECOMMENDATION

Staff recommends that Council approve and authorize the City Manager to execute the attached contract with Roto Rooter in a not to exceed amount of $160,000 for the first year for sewer lateral cleaning services for Fiscal Year 2005/2006.

Staff also recommends that Council approve and authorize the City Manager to exercise the option to renew the contract for the second and third year in a not to exceed amount of $160,000 per year, provided the funds are appropriated in the budget for subsequent fiscal years, the contractor is responsive to the City's needs, and the quality of the contractor's work/product is acceptable during the first year of the contract.

DISCUSSION

Project Description
The work to be performed under this contract is for the cleaning of sewer laterals when a customer reports a sewer back-up. The contractor is required to provide a timely response to the City’s requests on an as-needed basis to clean the sewer laterals 24-hours a day and 365 days a year.
This contract will allow the Utilities Department Wastewater Operations staff to focus on the scheduled maintenance and repair of the 200-miles of collection system mains and will reduce the City’s overtime costs for after-hours lateral stoppages.

### Summary of Bid Process

<table>
<thead>
<tr>
<th>Bid Name/Number</th>
<th>Sewer Lateral Cleaning Services/IFB #112674</th>
</tr>
</thead>
<tbody>
<tr>
<td>Proposed Length of Project</td>
<td>36 months</td>
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<tr>
<td>Number of Bids Mailed to Contractors</td>
<td>5</td>
</tr>
<tr>
<td>Number of Bids Mailed to Builder’s Exchanges</td>
<td>0</td>
</tr>
<tr>
<td>Total Days to Respond to Bid</td>
<td>15</td>
</tr>
<tr>
<td>Pre-Bid Meeting?</td>
<td>No</td>
</tr>
<tr>
<td>Number of Bids Received:</td>
<td>1*</td>
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</tbody>
</table>

*Bid summary provided in Attachment B.

Staff reviewed the bid submitted and recommends the bid submitted by Roto Rooter be accepted and that Roto Rooter be declared the lowest responsible bidder. Staff believes only one response was received because Roto Rooter is the only company large enough to meet all requirements in the contract including providing a 45 minute response time to all calls, 24 hours a day, and also providing a 1 year warrantee on all services provided.

Staff confirmed with the Contractor's State License Board that the contractor has an active license on file. Staff checked references supplied by the contractor for previous work performed and found no significant complaints.

**RESOURCE IMPACT**

This recommendation has no fiscal impact. $160,000 has been budgeted for the first year of this project. The previous 3 year contract for $100,000 each year was insufficient to cover the amount of work required and resulted in the use of in-house crews to respond to emergencies. This significantly impacted our ability to implement a preventative maintenance program resulting in an increased number of back-ups and resulting claims being filed for property damage. Based on our previous data, staff estimate $160,000 will be sufficient to provide the needed services for a full fiscal year.

**POLICY IMPLICATIONS**

This recommendation is consistent with the Council approved Utilities Strategic Plan Key Strategy #2, “invest in utility infrastructure to deliver reliable service.”
ENVIRONMENTAL REVIEW
This project is categorically exempt from California Environmental Quality Act (CEQA) pursuant to CEQA Guideline Sections 15301 (b) repair, maintenance of existing facilities and 15302 (c) replacement or reconstruction of existing facilities.

ATTACHMENTS
A: Contract
B: Bid Summary

PREPARED BY:  Silvia Santos, Project Engineer
                Edward Wu, Senior Engineer
                Roger Cwiak, Engineering Manager
                Paul Dornell, Acting Assistant Utilities Director

DEPARTMENT HEAD:  JOHN ULRICH
                  Director of Utilities

CITY MANAGER APPROVAL:  EMILY HARRISON
                         Assistant City Manager