

TO: James L. App, City Manager
FROM: Doug Monn, Public Works Director
SUBJECT: Parks Public Restroom Nightly Closing
DATE: July 5, 2011

NEEDS: For the City Council to consider outsourcing nightly closing of Park restrooms.

- FACTS:**
1. The City currently opens, cleans and closes all public restrooms each day.
 2. Historically, evening closure of restrooms was performed by part time workers in the Library and Recreation Services Department (LRS). Through attrition, staff has decreased to where they are no longer available.
 3. Public works cannot assume the responsibility without incurring overtime.
 4. The City could outsource this security service; quotes were solicited from private companies. Two quotes were received ranging from \$18 to \$39 per night.
 5. The low quote of \$18 per night submitted by Modesto's Cleaning and Handyman Service was reviewed and deemed a responsive quote.

ANALYSIS &

CONCLUSION: Effective July 1, 2011 the Public Works General Fund workforce will consist of just five workers per day four days per week and 10 workers per day three days per week. They are responsible for the maintenance of streets, parks (including Pioneer, Bynum Field, Sherwood, Turtle Creek, & Barney Schwartz), Pools, and Buildings. Altering hours and work assignments of the remaining staff to close restrooms in the evening hours would further reduce daily maintenance.

LRS finds itself with an even more restricted workforce. The part time workers that formally handled restroom closures are no longer on staff.

Outsourcing this service will help avoid late night vandalism and is relatively inexpensive at \$18 per night, or \$6,552 annually

POLICY

REFERENCE: Purchasing and Payment Procedures Manual.

FISCAL

IMPACT: \$6,552 per year from the General Fund

- OPTIONS:**
- a. Approve Resolution No. 11-xx awarding a contract to Modesto's Cleaning and Handyman Service for the nightly closure of City parks restrooms.
 - b. Amend, modify, or reject the above option.

Attachments

- 1) Resolution

RESOLUTION NO. 11-XX

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES
AWARDING A CONTRACT FOR NIGHTLY CLOSING OF PARK RESTROOMS TO
MODESTO'S CLEANING AND HANDYMAN SERVICE.

WHEREAS, the City currently opens, cleans and closes all public restrooms each day; and

WHEREAS, historically, evening closures of restrooms was performed by part time workers in the Library and Recreation Services Department (LRS). Through attrition, staff has decreased to where they are no longer available to close the restrooms; and

WHEREAS, public works cannot assume responsibility without incurring overtime; and

WHEREAS, two quotes were received from private companies ranging from \$18 per night to \$39 per night; and

WHEREAS, the \$18 per night quote submitted by Modesto's Cleaning and Handyman Service has been reviewed and deemed responsive.

NOW, THEREFORE, BE IT FOUND, DETERMINED AND RESOLVED by the City Council of the City of El Paso de Robles to award the nightly closing of public restrooms to Modesto's Cleaning and Handyman Service for the price of \$18 per night (100-310-5221-280) not to exceed \$6,552 per year.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 5th day of July 2011 by the following vote:

AYES:
NOES:
ABSTAIN:
ABSENT:

Duane Picanco, Mayor

ATTEST:

Caryn Jackson, Deputy City Clerk