

TO: James L. App, City Manager
FROM: Doug Monn, Charles Lorenzen
SUBJECT: Street Sweeping Service
DATE: August 20, 2013

NEEDS: For the City Council to consider City Street sweeping service options.

- FACTS:
1. In October 2003, City Council, displeased with contract sweeping services, directed staff to solicit new bids for sweeping and prepare a cost estimate for in-sourcing street sweeping.
 2. On March 11, 2004, street sweeping bids were opened. The low outside bidder was for a total yearly price of \$146,000.
 3. The staff in-sourcing cost in 2004 was \$114,000. Council decided to re-establish street sweeping as an in-house function.
 4. Since 2008, Public Works staff has been reduced 50%. As a result some programs cannot be staffed on a full-time basis.
 5. Currently sweeping is very limited; it is performed in the downtown prior to and after a major event, otherwise on a complaint basis as time/workload allows. Sweeping of areas outside of the downtown and in residential neighborhoods have been curtailed.
 6. At the June 4, 2013 meeting City Council requested a report outlining options/cost to reinstitute a sweeping program.
 7. Presently there is inadequate staff to mount a full time sweeping program using City staff.
 8. The 2013 cost to run a street sweeper with a dedicated full-time City staff is \$185,000 per year.
 9. The estimated cost for a contracted service is \$190,000 per year.

ANALYSIS &

CONCLUSION: Public Works has reduced its maintenance approximately 50%. There is not adequate staffing to implement a sweeping program.

Burdened rate of a full time staff person allocated to sweeping is \$44.47 per hour (Maintenance Specialist II with Class 'B' driver's license).

Prevailing wage for contract sweeping service operators is \$48.00 per hour. A single individual working forty hours per week can sweep approximately 40 sweeper miles. Sweeper miles are approximately three times longer than a centerline mile, i.e.: it requires a minimum of two passes to clean each curb line and four if there is a center median. There are 460 sweeper miles in the City.

POLICY

REFERENCE: Purchasing Policy when contract service are sought

FISCAL

IMPACT: There are not sufficient funds to support a street sweeping program in fiscal year 2014. Cost to reinstate would have to be covered by general fund reserves.

- OPTIONS:
- a. For the City Council to defer reinstatement of street sweeping until revenues mature sufficiently to cover costs.
 - b. For the City Council to direct staff to request sweeping proposals.
 - c. Amend, modify or reject the above options.