



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
March 5, 2024

TOPIC: Pool Maintenance Services

AGENDA TITLE

Amend the Agreement with Service First for Pool Equipment Repair Services on an as Needed Basis to Increase the Contract Amount by \$300,000 Annually (General Fund)

RECOMMENDED ACTION

Authorize the City Manager to execute the first amendment to the agreement with Service First to provide scheduled pool maintenance and repair services, increasing the amount by \$300,000 annually and increase the contingency to 20% of the new annual amount for a total agreement amount of \$2,988,810, for the remaining term through February 20, 2026 (Agreement No. A-2024-XXX).

GOVERNMENT CODE 84308 APPLIES: Yes

DISCUSSION

The Public Works Agency (PWA) utilizes Service First to provide exceptional quality of service for pool maintenance and repairs at five City pools; El Salvador Pool, Jerome Pool, Memorial Pool, Salgado Pool, and Santa Anita Pool. The Parks, Fleet, and Facilities Division has a Parks General Maintenance team that is responsible for maintaining the City's aquatic centers and water features. Due to heavy use of the aquatic facilities and deferred preventive maintenance over the last several years, these facilities are in constant need of equipment repairs and replacement. After evaluating the status of all City pools, Americans with Disabilities Act (ADA) compliance, and increased costs of services and materials for routine equipment maintenance, water treatment, and emergency repair, Staff has identified the need for increasing on-going services. Specialized knowledge and professional upkeep are essential for safe and sanitary conditions for City swimming pools. To fund the increased unforeseen equipment repairs, staff recommends increasing the annual agreement amount by \$300,000 to cover anticipated repairs (Exhibit 1).

FISCAL IMPACT

Funding is available in the FY 2023-24 budget, and funding for subsequent fiscal years will be included in the proposed budgets for City Council consideration. The following table summarizes the funds budgeted and available for expenditure to deliver agreement services.

Fiscal Year	Accounting Unit-Account #	Fund Description	Accounting Unit, Account Description	Amount
Amendment				
2023-24	01117651-62320	General Fund	Park Maintenance Service Enhancement -Maintenance & Repair Buildings & Ground	\$349,627
2024-25	01117651-62320	General Fund	Park Maintenance Service Enhancement -Maintenance & Repair Buildings & Ground	\$349,627
2025-26	01117651-62320	General Fund	Park Maintenance Service Enhancement -Maintenance & Repair Buildings & Ground	\$349,627
2026-27	01117651-62320	General Fund	Park Maintenance Service Enhancement -Maintenance & Repair Buildings & Ground	\$349,627
2027-28 (Jul – Jan)	01117651-62320	General Fund	Park Maintenance Service Enhancement -Maintenance & Repair Buildings & Ground	\$349,627
Original Contract				\$1,240,675
TOTAL				\$2,988,810

EXHIBIT(S)

1. First Amendment Agreement with Service First

Submitted By: Nabil Saba, P.E., Executive Director - Public Works Agency

Approved By: Tom Hatch, Interim City Manager,