



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

TOPIC: Second Amendment for Service First Fountain Maintenance Services Agreement

AGENDA TITLE

Amend the Agreement with Service First to Increase the Contract Amount by \$300,000 Annually for Fountain Maintenance and Repair Services (General Fund)

RECOMMENDED ACTION

Authorize the City Manager to execute a second amendment to the agreement with Service First to provide scheduled fountain maintenance and repair services, increasing the amount by \$300,000 annually, for a total agreement amount of \$1,868,000, for the remaining term through December 31, 2025 (Agreement No. A-2024-XXX).

GOVERNMENT CODE 84308 APPLIES: Yes

DISCUSSION

As of July 1, 2022, park maintenance functions have transferred from the Parks, Recreation, and Community Services Agency (PRCSA) to the Public Works Agency (PWA). PWA's Parks, Fleet, and Facilities Division provides fountain maintenance and repair throughout the city.

On September 13, 2021, PRCSA released a Request for Proposal (RFP) for fountain maintenance, and on November 16, 2021, Service First was awarded the contract. They have provided continuous maintenance services for city fountains and pools. Their professional and prompt response has been instrumental in keeping city fountains beautiful, healthy, and safe for all residents and visitors.

Over the years, there has been a need for an increased level of maintenance services due to vandalism and deferred maintenance. Additionally, rising costs of materials and labor also impact ongoing operations to meet the high standard of service to City residents and visitors. Service First has provided high-quality maintenance services to the City since its contract commencement in 2021. To fund the increased level of service and unforeseen repairs, staff recommends increasing the annual agreement amount by \$300,000 to cover services (Exhibit 1). The fountains to be maintained under this contract include:

- Civic Center fountains (three fountains)
- Second Street Promenade
- Sasscer Park (soon to be repaired)

In addition to the routine maintenance, scope of work will include minor equipment replacement and upkeep.

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 (Feb-Jun)	07417655-62320	Civic Center Maintenance	Civic Center Maintenance, Maint. & Repair Bldg. & Ground	\$125,000
2024-25	07417655-62320	Civic Center Maintenance	Civic Center Maintenance, Maint. & Repair Bldgs & Ground	\$300,000
2025-26 (Jul - Dec)	07417655-62320	Civic Center Maintenance	Civic Center Maintenance, Maint. & Repair Bldgs & Ground	\$150,000
Original Contract				\$1,293,000
Total:				\$1,868,000

EXHIBIT(S)

1. Second Amendment to Agreement with Service First

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

Approved By: Tom Hatch, Interim City Manager