



**City of Santa Ana**  
**20 Civic Center Plaza, Santa Ana, CA 92701**  
**Staff Report**  
**September 20, 2022**

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**TOPIC:** Custodial Services of City Park Restrooms and Park Buildings

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**AGENDA TITLE:**

Amend Agreement with Valley Maintenance Corporation for Custodial Services of City Park Restrooms and Park Buildings, Increasing the Annual amount by \$200,000, Not to Exceed \$694,095 for Four Years, and Total Agreement Amount of \$1,976,380 (General Fund)

**RECOMMENDED ACTION**

Authorize the City Manager to execute an amendment to the agreement with Valley Maintenance Corporation to increase custodial services of City Park Restrooms, and Park Buildings for an annual amount not to exceed \$694,095, for the remaining term from September 20, 2022 through May 3, 2026 and a total agreement amount of \$1,976,380, subject to non-substantive changes approved by the City Manager and the City Attorney.

**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 custodial services for park restrooms and at various park buildings through a Contractor. On February 24, 2022, a Request for Proposals (RFP) for custodial services was issued by PRCSA and Valley Maintenance Corporation was awarded an agreement on May 3, 2022.

Valley Maintenance Corporation provides custodial services at all City parks. Their highly professional and prompt responses have been instrumental in keeping well maintained park facilities. With the recent adoption of the City's FY 2022-23 budget, the City Council approved an additional \$2.5 Million for park maintenance. Staff determined that the public restrooms would benefit from an additional cleaning by increasing the frequency of services from twice a day to three times a day. In addition, in an effort to provide clean facilities for the public to enjoy, Valley Maintenance will include pressure-washing services in and around the public restrooms.

Valley Maintenance Corporation has provided high quality janitorial maintenance service to the City since June 2017. Staff recommends increasing their level of service to implement an enhanced cleaning at all park sites. To fund the enhanced services, staff recommends increasing the agreement amount by \$200,000 on an annual basis (Exhibit 1).

**ENVIRONMENTAL IMPACT**

There is no environmental impact associated with this action.

**FISCAL IMPACT**

Funds are available for expenditure in the current Fiscal Year 2022-23 from the account listed on the table below for the requested increase of \$200,000 to the annual amount and will be budgeted in subsequent fiscal years.

<b>Fiscal Year</b>	<b>Accounting Unit-Account #</b>	<b>Fund Description</b>	<b>Accounting Unit, Account Description</b>	<b>Amount</b>
2022-23 (Sept-June)	01117651-62320	General Fund	PWA Park Maintenance Service Enhancement, Maintenance & Repair Buildings & Grounds	\$150,000
2023-24 (July-June)	01117651-62320	General Fund	PWA Park Maintenance Service Enhancement, Maintenance & Repair Buildings & Grounds	\$200,000
2024-25 (July-June)	01117651-62320	General Fund	PWA Park Maintenance Service Enhancement, Maintenance & Repair Buildings & Grounds	\$200,000
2025-26 (July-May)	01117651-62320	General Fund	PWA Park Maintenance Service Enhancement, Maintenance & Repair Buildings & Grounds	\$183,334

**EXHIBIT(S)**

1. Agreement with Valley Maintenance Corporation

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

Approved By: Kristine Ridge, City Manager