



City of Santa Ana
20 Civic Center Plaza, Santa Ana, CA 92701
Staff Report
February 21, 2023

TOPIC: Pool Maintenance Services

AGENDA TITLE:

Approve an Agreement with Service 1st for Pool Maintenance Services at Five City Pools for a Three-Year Term for an Annual Amount not to Exceed \$248,135, Including an Annual Contingency of \$50,000, for a Total Agreement Amount of \$1,240,675 (General Fund)

RECOMMENDED ACTION

Authorize the City Manager to execute an agreement with Service 1st to provide scheduled maintenance duties in an annual amount of \$248,135, including an annual contingency of \$50,000, for a total agreement amount not to exceed \$1,240,675 for a three-year period beginning February 21, 2023 and ending on February 20, 2026, with an option for two, one-year extensions, subject to non-substantive changes approved by the City Manager and City Attorney.

DISCUSSION

The Public Works Agency (PWA) is in need of a qualified contractor to provide an exceptional quality of service for pool maintenance and repairs at five city pools. The pools are El Salvador Pool, Jerome Pool, Memorial Pool, Salgado Pool (located at Rosita Park), and Santa Anita Pool. The Parks General Maintenance section 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, the facilities are in constant need of equipment repairs and replacement. After evaluating the status of all city pools, in collaboration with the Parks and Recreation staff, PWA determined the need of a contractor to address routine equipment maintenance, water treatment, and emergency repairs. Specialized knowledge and professional upkeep are essential for safe and sanitary conditions for our swimming pools.

On November 30, 2022, PWA issued Request for Proposals (RFP) No. 22-167 by which it sought the services of qualified contractors to provide continuous pool maintenance to preserve five city pools. The RFP was advertised on the City's online bid management and publication system, with bids due on December 14, 2022. Three proposals were

received and evaluated by a selection committee based on criteria as outlined in the RFP. Listed below are the responding contractors and their ranking:

Rank	Firm	Average Score	Location
1	Service 1 st	91	Santa Ana, CA
2	1 st Choice Pool & Spa	74	Lake Forest, CA
3	USA Pools	65	Los Angeles, CA

In accordance with the RFP, staff recommends awarding a contract to Service 1st (Exhibit 1). The proposals contained a clear path toward achieving City goals and objectives as required by the RFP.

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 and will be budgeted in subsequent fiscal years, subject to City Council approval. Staff will request a budget carryover to the next fiscal year for any unspent budget necessary to complete the project.

Fiscal Year	Accounting Unit-Account #	Fund Description	Accounting Unit, Account Description	Amount
FY 22-23 Feb-June	01117651-62320	General Fund	Park Maintenance Service Enhancement -Maintenance & Repair Buildings & Ground	\$103,084
FY 23-24	01117651-62320	General Fund	Park Maintenance Service Enhancement -Maintenance & Repair Buildings & Ground	\$248,135
FY 24-25	01117651-62320	General Fund	Park Maintenance Service Enhancement -Maintenance & Repair Buildings & Ground	\$248,135
FY 25-26	01117651-62320	General Fund	Park Maintenance Service Enhancement -Maintenance & Repair Buildings & Ground	\$248,135
FY 26-27	01117651-62320	General Fund	Park Maintenance Service Enhancement -Maintenance & Repair Buildings & Ground	\$248,135
FY 27-28 July-Jan	01117651-62320	General Fund	Park Maintenance Service Enhancement -Maintenance & Repair Buildings & Ground	\$145,051
TOTAL				1,240,675

EXHIBIT(S)

1. Agreement with Service 1st

Submitted By: Nabil Saba, Executive Director of Public Works

Approved By: Kristine Ridge, City Manager