



# CITY OF COSTA MESA

77 Fair Drive  
Costa Mesa, CA 92626

## Agenda Report

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**File #:** 24-402

**Meeting Date:** 11/19/2024

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**TITLE:**

**AWARD THE MAINTENANCE SERVICES AGREEMENT FOR SIDEWALK INSPECTIONS WITH PRECISION CONCRETE CUTTING**

**DEPARTMENT: PUBLIC WORKS DEPARTMENT/MAINTENANCE SERVICES DIVISION**

**PRESENTED BY: RAJA SETHURAMAN, PUBLIC WORKS DIRECTOR**

**CONTACT INFORMATION: ROBERT RYAN, MAINTENANCE SERVICES MANAGER, (714) 754-5123**

**RECOMMENDATION:**

Staff recommends the City Council:

1. Award the Maintenance Services Agreement (MSA) for citywide sidewalk inspections with Precision Concrete Cutting, for an initial two-year period with three one-year renewal periods for a not-to-exceed annual amount of \$150,000.
2. Authorize the City Manager or designee to execute the agreement and future amendments to this agreement within Council authorized limits.

**BACKGROUND:**

The City of Costa Mesa has over 1,500,000 linear feet of sidewalk throughout the City. Historically, the Public Works Department has utilized a combination of in-house staff and outside contractors to maintain uneven sidewalk lifts and gutter flow locations throughout the City by grinding down offsets of 1/2 inch to 3/4 inch. Temporary asphalt ramps are installed to address offsets that are greater than 3/4 inch and those locations are then added to a list for future sidewalk replacement projects.

**ANALYSIS:**

Staff is continuously seeking methods to ensure that City sidewalks are safe, accessible and ADA-compliant. Precision Concrete Cutting was identified as a contractor that can provide comprehensive Sidewalk Assessment Surveys using specialized GPS software to identify problem areas and provide an in-depth report and recommendations to resolve those issues. The survey will provide the size and severity of the offset, prioritize the offsets for remediation based on risk factors, and track areas that require complete replacement. All data will be summarized by street segment and physical address. Repairs to the sidewalks will be performed under separate agreements with outside contractors as well as by City staff.

In order to identify a scope of work and a contract that met the needs of the City, staff compared contracts between Precision Concrete Cutting and other government agencies using a competitive pricing arrangement. Subsequently, staff identified a cooperative agreement between CollegeBuys and Precision Concrete Cutting for on-call sidewalk assessment, which included a well-defined scope of work that addressed all of staff concerns and criteria (Attachment 1). The term of the agreement is for an initial two (2) year period with the option for three (3) additional one-year extensions. This agreement through CollegeBuys meets all of the City of Costa Mesa's purchasing requirements and the State of California in regard to regional cooperative purchasing agreements. CollegeBuys established pre-approved contractors following a nationwide competitive process. This assures that the City receives the lowest available pricing and meets the competitive bidding process requirements, and has been utilized successfully to procure services in the past.

Staff recommends that the City Council award the Maintenance Services Agreement (Attachment 2) to Precision Concrete Cutting in the amount of \$150,000 annually over the contract period. This will provide assessment and implementation of recommendations for approximately 20 percent of City sidewalks annually.

**ALTERNATIVES:**

Staff could advertise its own separate Invitation for Bid and not utilize an already existing eligible competitive agreement. However, this alternative would not result in locating a higher-rated company with more competitive pricing than received through the cooperative agreement with College Buys. Additionally, the City would be without critical surveying services until the new process and contract award are completed creating further delays.

**FISCAL REVIEW:**

The funding for this contract is available in the Fiscal Year 2024-25 budget and future Public Works Department budget, which includes, but are not limited to, the General Fund (Fund 101), Gas Tax Fund (Fund 201), Capital Improvement Fund (Fund 401), and other funds on an as-needed basis.

**LEGAL REVIEW:**

The City Attorney's Office has reviewed this report, prepared the Maintenance Services Agreement, and approves them both as to form.

**CITY COUNCIL GOALS AND OBJECTIVES:**

This agreement works toward achieving the following City Council goal:

- Strengthen the public's safety and improve the quality of life.
- Maintain and Enhance the City's Infrastructure, Facilities, Equipment, and Technology.

**CONCLUSION:**

Staff recommends the City Council:

1. Award the Maintenance Services Agreement (MSA) for citywide sidewalk inspections with Precision Concrete Cutting, for an initial two-year period with three one-year renewal periods for a not-to-exceed annual amount of \$150,000.
2. Authorize the City Manager or designee to execute the agreement and future amendments to this agreement within Council authorized limits.