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DEPARTMENT OF FINANCE

CITY OF SACRAMENTO CALIFORNIA

5730 24TH STREET BUILDING FOUR SACRAMENTO, CA 95822-3699

PROCUREMENT SERVICES DIVISION

March 19, 2003

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City Council Sacramento, California

AG 2003-040  
AG 2003-041

Honorable Members In Session:

**SUBJECT: ADOPTION OF SPECIFICATIONS AND AWARD OF BID NO. 1894, WEED ABATEMENT AND/OR DEBRIS REMOVAL SERVICES, IN A TOTAL AMOUNT NOT TO EXCEED \$225,000.00**

**LOCATION:** City-wide

**STAFF RECOMMENDATION:**

Staff recommends the City Council adopt specifications and accept the lowest responsible bids for contracts resulting from Bid No. 1894 for Weed Abatement and/or Debris Removal Services. Award is recommended to: Paul Cordell, in an amount not to exceed \$112,500.00 and to Roy Jackson, in an amount not to exceed \$112,500.00, for a combined total amount not to exceed \$225,000.00, per contract year.

**CONTACT PERSON:** Gary Hensley, Fire Captain, 433-1622  
Dennis Kerhulas, Senior Buyer, 433-6240

**FOR COUNCIL MEETING OF:** April 1, 2003

**SUMMARY:**

Attached is a tabulation of sealed proposals received by the City Clerk for furnishing services in accordance with the specifications used in the bidding process, and recommendation for award of Bid No. 1894 for Weed Abatement and/or Debris Removal Services, to be used by the Fire Department. Award is recommended to: Paul Cordell, 2931 Silk Court, Sacramento, CA, in an amount not to exceed \$112,500.00 and to Roy Jackson, P.O. Box 363, Elverta, CA, in an amount not to exceed \$112,500.00, for a combined total amount not to exceed \$225,000.00, per contract year.

**BACKGROUND:**

The Weed and Rubbish Abatement Program was originally established in 1972 by the City to insure the timely removal of weeds and rubbish from private property within the City limits (Sacramento City Code, Chapter 8.28, Weed and Rubbish Abatement). The City contracts to have these services performed when private land owners fail, upon notice, to disc or remove rubbish from property they own. Failure to have the property abated as indicated could represent a potential hazard to the community.

The program is administered by the City Fire Department and remains basically unchanged since 1972. During this time, the City has contracted for the discing of weeds and removal of rubbish on about 2,000 privately owned parcels.

Work orders to contractors for weed and rubbish abatement services will be issued when such services are deemed necessary by the Fire Department. The total net bid amounts tabulated for each contractor were used for ranking purposes only (See Bid Tabulation Summary Sheet, Attachment #1). Work orders for services, when required by the Fire Department, will be issued to one or more of the bidders based on their bid ranking, scope of work, personnel and equipment availability. Actual amounts spent with the contractors during these contracts will also depend on the contractor's bid ranking, personnel and equipment and availability.

Staff recommends that contracts be awarded to: Paul Cordell, in an amount not to exceed \$112,500.00 and to Roy Jackson, in an amount not to exceed \$112,500.00, for a combined total amount not to exceed \$225,000.00 per year, of this potential three-year contract.

**FINANCIAL CONSIDERATIONS:**

The total amount budgeted by the Fire Department for Weed Abatement Services is \$225,000.00. However, the discing and rubbish removal services are fully cost recoverable from the owners of the properties involved. In addition, a City administrative fee (currently \$55.00) is charged to the land owners per occurrence, which is designed to offset the administrative and inspection costs for the Weed Abatement Program.

**ENVIRONMENTAL CONSIDERATIONS:**

The Environmental Services Manager has determined that Weed Abatement and/or Debris Removal Services is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15301(h) of the CEQA Guidelines as it involves the maintenance of existing facilities. Based upon standard weed abatement practices, if sensitive issues are discovered, abatement activities are suspended and coordination with the appropriate City Departments and agencies occurs to ensure necessary corrective actions are taken.

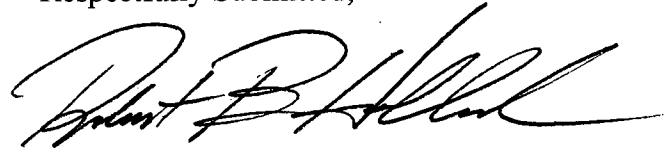
**POLICY CONSIDERATIONS:**

This recommendation is consistent with the requirements for competitive bidding as detailed in Chapter 3.56 of the Sacramento City Code, and the requirements as detailed in Chapter 8.28 for Weed and Rubbish Abatement.

**E/SBE EFFORTS:**

Requests for bids were sent to nine contractors, two of which are certified as Emerging or Small Business Enterprises. Of the four bids received, three were from Emerging or Small Business Enterprises. Both contractors recommended for award are City certified Emerging Small Business Enterprises.

Respectfully Submitted,



Robert B. Holbrook  
Procurement Services Manager

**RECOMMENDATION APPROVED:**



ROBERT P. THOMAS  
City Manager

1 Attachment

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1) Bid Tabulation Sheet, page 4

**BID TABULATION SUMMARY FOR BID NO. 1894  
WEED ABATEMENT AND/OR DEBRIS REMOVAL SERVICES**

Bid Ranking <sup>(1)</sup>	Bidder	Sub Total		Prompt Payment Discount	5% E/SBE Preference	Total Net Bid <sup>(2)</sup>
		1st Discing	2nd Discing			
1	Roy Jackson	\$708.00	\$354.00	N-30	Yes	<u>\$1,062.00</u>
2	Paul Cordell	\$740.00	\$491.00	N-30	Yes	<u>\$1,231.00</u>
3	Apple's Tractor Service	\$810.00	\$810.00	N-30	No	\$1,620.00
4	Gardner Tractor	\$924.00	\$924.00	N-30	Yes	\$1,848.00

(1) BID RANKING: Bids are ranked in ascending order from low to high net bid. Award is recommended to the first two Contractors. Jobs will be assigned according to ranking, equipment availability and their ability to perform the work within the time specified.

(2) TOTAL NET BID: Total bid amounts were used for evaluation purposes only and are based on the results of the bid tabulation total of 1st and 2nd discing/mowing for various lot sizes.

**Award of Contracts To:**

1. Roy Jackson P.O. Box 363 Elverta, CA  Contract amount: \$112,500.00  (ESBE)	2. Paul Cordell 2931 Silk Court Sacramento, CA  Contract amount: \$112,500.00  (ESBE)
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**Original Estimated Cost:** \$225,000.00

**Using Department:** Fire Department

**Total Amount of All Contracts:** \$225,000.00

**Due Date:** March 5, 2000

**Total No. of Bids Solicited**

9

**No. of E/SBE Bids Solicited**

2

**No. of E/SBE Responses**

3

**Award to E/SBE Vendor?**

Yes