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# CITY OF POMONA COUNCIL REPORT

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January 6, 2025

To: Honorable Mayor and Members of the City Council

From: Anita D. Scott, City Manager

Submitted By: Mark J. Gluba, Assistant City Manager

**SUBJECT: AMEND THE FY 2024-25 CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET AND THE FY 2024-25 OPERATING BUDGET AND AWARD OF CONTRACT FOR CITYWIDE BUS STOP MAINTENANCE AND TRANSIT STATIONS POWER AND PRESSURE WASHING SERVICES.**

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## **RECOMMENDATION:**

It is recommended that the City Council take the following actions:

- 1) Adopt the following resolution:

**RESOLUTION NO. 2025-01 – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF POMONA, CALIFORNIA AMENDING THE FY 2024-25 CAPITAL IMPROVEMENT PROGRAM (CIP) BUDGET BY UNAPPROPRIATING \$208,839 OF LOS ANGELES COUNTY METRO PROPOSITION A FUNDS FROM “HOLT AVENUE (WEST) RECONSTRUCTION,” PROJECT NO. 428-2590-XXXXX-71047 AND AMENDING THE FY 2024-25 OPERATING BUDGET BY APPROPRIATING THIS \$208,839 OF PROPOSITION A FUNDS FOR BUS SHELTER MAINTENANCE.**

- 2) Award a maintenance contract to Urban Graffiti Enterprises, Inc., for a three-year term with two optional additional one-year renewal options for Citywide Bus Stop Maintenance and Transit Stations Power and Pressure Washing Services, effective February 1, 2025 through January 31, 2028, at an amount of \$861,579 annually and \$2,584,737 for three-years; and
- 3) Authorize the City Manager or designee, to execute the agreement with Urban Graffiti Enterprises, Inc., and any extensions or amendments thereto, subject to review by the City Attorney.

**EXECUTIVE SUMMARY:**

Approval of the Resolution (Attachment No. 1) will unappropriate \$208,839 of Proposition A funding from the “Holt Avenue (West) Reconstruction” CIP project and appropriate this funding to the Proposition A Operating Budget to fund a new agreement for Citywide bus stop maintenance and transit stations power and pressure washing services (Attachment No. 2) with Urban Graffiti Enterprises, Inc.

**SB1439/GOVERNMENT CODE §84308 APPLICABILITY:**

When this box is checked, it indicates the agenda item is subject to the Levine Act SB1439 requirements. Councilmembers are reminded to check their campaign contributions and determine whether they have received a campaign contribution of \$250 or more that would require disclosure and/or recusal from discussing or acting on this agenda item. Campaign contributions of \$250 or more made 1) by any person or entity who is identified in the agenda report as the applicant or proposer or 2) on behalf of the applicant or participant, including a parent, subsidiary or otherwise related business entity, or 3) by any person who has a financial interest in the agenda item requires a councilmember to comply with SB1439.

**FISCAL IMPACT:**

There is available Proposition A funding in “Holt Ave (West) Reconstruction,” Project No. 428-2590-XXXXX-71047, to appropriate \$208,839 to the existing funding in the FY 2024-25 Operating Budget in 216-2506-52649-00000 (Bus Shelter Maintenance).

<b>Funding</b>	<b>“Holt Ave (West) Reconstruction,” Project No. 428-2590-XXXXX-71047</b>
Beginning Budget	\$14,052,164
Unappropriation of Prop A Funding	(\$208,839)
Amended Budget	\$13,843,325
Expenditures/Encumbrances (as of December 4, 2024)	(\$12,436,673)
<b>Balance Available</b>	<b>\$1,406,652</b>

**PREVIOUS RELATED ACTION:**

On July 15, 2024, the City Council rejected the bid received in response to Invitation for Bid (IFB) No. 2024-23 for Bus Stop Maintenance, Transit Centers Power and Pressure Washing Services, due to cost and approved a six-month extension to Parkwood Landscape Maintenance, Inc.’s contract for a not-to-exceed amount of \$137,000 to ensure that services for bus stop maintenance and pressure washing at the transit centers continued while a new bidding process could take place.

**DISCUSSION:**

Approval of this agreement (Attachment No. 2) with Urban Graffiti Enterprises, Inc. will provide maintenance services at city bus stop/shelters and transit station power and pressure washing

services, ensuring a clean and safe environment at bus stops for passengers using Foothill Transit, Omnitrans, Metrolink, and Amtrak public transportation services. Responsibilities include removal and disposal of all trash receptacles, cleaning of all visible metal and concrete surfaces, and all glass and plexiglass surfaces.

On August 19, 2024, the Purchasing Division posted IFB 2024-47 for city bus stop maintenance and transit station power and pressure washing. Two-hundred and eighty-three (283) prospective bidders were notified. Six responses were received when bids closed on September 16, 2024, and two proposals were deemed qualified after analysis and review. Urban Graffiti Enterprises, Inc. has been determined to be the most qualified, responsive and responsible bidder. A summary of the responsive bids is shown below.

	<b>Contractor</b>	<b>Annual Cost</b>
<b>1</b>	Urban Graffiti Enterprises, Inc	\$861,579
<b>2</b>	KC Power Clean, Inc	\$1,166,982

The purpose of the bus stop maintenance and transit station power and pressure washing service contract is to provide a clean and safe environment at bus stops and transit stations for passengers using Foothill Transit, Omnitrans, Metrolink and Amtrak public transportation services. Responsibilities include removal and disposal of all trash receptacles, cleaning of all visible metal and concrete surfaces, and all glass and plexiglass surfaces. The contract will also provide for ongoing maintenance at bus stops and trash receptacles along Holt Avenue.

Staff recommends the contract for Bus Stop Maintenance and Transit Station Power and Pressure Washing Services be awarded to Urban Graffiti Enterprises, Inc. as the most qualified, responsive, responsible bidder, for a contract term of three years, with the option to renew for up to two additional years, in one-year increments.

Prepared by:

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Senior Management Analyst

**ATTACHMENTS:**

Attachment No. 1 – Resolution No. 2025-01

Attachment No. 2 – Draft Maintenance Services Contract with Urban Graffiti Enterprises, Inc.