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# CITY OF POMONA

## COUNCIL REPORT

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February 1, 2021

To: Honorable Mayor and Members of the City Council

From: James Makshanoff, City Manager

Submitted by: Rene Guerrero, Public Works Director

**SUBJECT: AWARD OF BID FOR CITYWIDE BULKY ITEM PICK-UP TO VALLEY VISTA SERVICES**

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### **RECOMMENDATION:**

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

- 1) Award a bid to Valley Vista Services for a term of one (1) year with two (2) optional one-year extensions for Citywide Bulky Item Pickup; and
- 2) Authorize the City Manager, or designee, to approve the agreement, purchase orders, and any extensions thereto, on behalf of the City.

**EXECUTIVE SUMMARY:** During the COVID-19 pandemic, the City has realized a dramatic increase in the number of requests for bulky item pick-ups from its residential customers. The increased number of requests have been more than what the current Public Works staffing levels can handle in a timely manner. Award of this bid, will ensure that bulky item pick-ups occur in a timely manner throughout the City.

**FISCAL IMPACT:** The annual cost of this contract is \$206,100. Funding in the amount of \$68,700 for these services for the remainder of the Fiscal Year 2020-21 is available in the Refuse Fund, Franchise Fee Funded Programs (587-2505-52285). For Fiscal Year 2021-22, the cost of bulky item pickup will included with the proposed budget.

**PUBLIC NOTICING REQUIREMENTS:** In accordance with Section 2-993.1(4) (a) of the City's Purchasing Ordinance, the City's four waste haulers were notified on December 10, 2020 to provide a bid for supplemental bulky item pickup services.

**PREVIOUS RELATED ACTION:** None.

**DISCUSSION:** The COVID-19 pandemic has greatly affected all of our lives. The City organization is not immune to the impacts of the pandemic. The City's implementation of necessary safety practices, along with personal exposures and/or contracting of the virus amongst City employees, have strained the Public Works Departments' ability to maintain normal response times

for addressing service requests, including that for bulky item pick-ups. Concurrently, the number of requests for bulky item pick-ups has consistently increased.

Accordingly, on December 10, 2020, the City sent a Request for Proposals (RFP) to the City's four commercial waste haulers asking for cost proposals to provide supplemental bulky item pickup services. The scope of services and bid summary are attached (Attachment No. 1). The City received responses from Athens Services and Valley Vista Services (Valley Vista). Valley Vista was the lowest bidder at \$17,175 per month, and is one of the City's four commercial waste haulers currently providing commercial and multifamily pickup services throughout the City. Award of this contract to Valley Vista will help to ensure that the City can effectively meet bulky item pickup needs. With approval, Staff's goal is to have the agreement executed within the week, so services can begin the week of February 8, 2021.

Prepared by:  
Shandy Dittman, Senior Management Analyst

**ATTACHMENT:**

Attachment No. 1 – Scope of Services and Bid Results