



City of Oceanside

300 North Coast Highway,
Oceanside, California 92054

Staff Report

File #: 25-767

Agenda Date: 5/21/2025

Agenda #: 9.

DATE: May 21, 2025,

TO: Honorable Mayor and City Councilmembers

FROM: Public Works Department

TITLE: ANNUAL PURCHASE ORDERS FOR SERVICES, SUPPLIES, AND MATERIALS IN AMOUNTS OVER \$100,000 FOR FISCAL YEAR 2025-26 FOR THE PUBLIC WORKS DEPARTMENT AND APPROVAL OF AMENDMENTS TO VARIOUS PUBLIC WORKS AGREEMENTS

RECOMMENDATION

Staff recommends that the City Council approve annual purchase orders and change orders for services, supplies, and materials in amounts over \$100,000 for FY 2025-26 for routine and recurring maintenance, repairs, and operations, including sole source approvals in a total amount of \$2,647,000, for the Public Works Department; approve Amendment 1 to the Amoranto Family LLC dba Bio-One of Oceanside for Bio-Hazard Waste Clean-up Services, in the amount of \$240,000 for 4 years for a total not to exceed amount of \$300,000; approve Amendment 3 to the Mariposa Landscapes, Inc. Parks, Beaches and Facilities Agreement to include Irrigation Repairs and Maintenance, in the amount of \$227,786 for a total not to exceed amount of \$2,651,001; approve Amendment 1 to the Mariposa Landscapes, Inc. Medians, Streetscapes and Fire Stations Agreement to include Fire Station 1, in the amount of \$16,261 for a total not to exceed amount of \$817,336; approve Amendment 2 to Cart Retrieval, Inc. for Citywide cart retrieval services, in the amount of \$50,000 for a total not to exceed amount of \$124,000; approve a three-year Public Works Agreement with United Storm Water, Inc. for a total amount of \$1,158,914 for the Annual Citywide Storm Drain Inspection and Cleaning Program; and authorize the City Manager, or designee, to execute the amendments upon receipt of all supporting documents; and authorize the Financial Services Director, or designee, to execute the purchase orders and change orders.

BACKGROUND AND ANALYSIS

Each fiscal year, the Public Works Department estimates the quantity of services, equipment, supplies and materials that will be needed for routine and recurring maintenance, repairs, and operations during the fiscal year. Estimates that exceed \$100,000 are formally bid. Items that are proprietary and sold only through the manufacturer, have only one authorized distributor in the area, or have proven to be the only product acceptable are sole-sourced.

In March 2024, the City solicited bids for Citywide Bio-Hazard Clean Up Services and Bio-One was the lowest bidder. The current Professional Services Agreement (PSA) with Bio-One ends on June 30, 2025. Amendment 1 to the PSA will add four (4) renewable terms to the agreement and will

include an annual adjustment to include the Consumer Price Index (CPI) for “All Urban Consumers” for San Diego for the previous calendar year.

On May 18, 2022, the City Council approved a two-year Landscape Maintenance Agreement with Mariposa Landscapes, Inc., for landscape maintenance services of the City’s Parks, Beach Parks, Beach Accesses and Facilities. On August 9, 2023, the City Council approved Amendment 1, in the amount of \$210,216, for additional irrigation repair and maintenance services from October 1, 2024 thru June 30, 2025. On August 21, 2024, the City Council approved Amendment 2 for another year of irrigation repair and maintenance services from October 1, 2024 through June 30, 2025. Amendment 3 includes irrigation repair and maintenance services for the remaining two renewable one-year terms with an adjustment to include the Consumer Price Index (CPI) for “All Urban Consumers” for San Diego as per terms of the original contract.

On March 22, 2023, the City Council approved a Landscape Maintenance agreement with Mariposa for Landscape Maintenance services for Medians, Streetscapes and Fire Stations for services from May 1, 2023 through June 30, 2025 with three renewable one- year terms. Amendment 1 adds a location to the scope of work to include Fire Station 1 at an annual cost of \$16,261.

On July 25, 2022, the City entered into an Agreement with Cart Retrieval Services, Inc. for cart retrieval services in the amount of \$24,000. On October 4, 2024, Amendment 1 to extend the service time period through June 30, 2025 in an amount not to exceed \$50,000, was executed. Amendment 2 will add two renewable option terms to the Agreement for an amount not to exceed \$50,000 annually.

In March 2025, the City issued a Request for Proposals (RFP) to solicit proposals to perform the storm drain inspection and cleaning program. The National Pollutant Discharge Elimination System and the Regional Water Quality Control Board require the City to inspect and clean all storm drain inlets and catch basins each year. Approximately 3,500 catch basins and curb inlets are cleaned annually of more than 65 tons of trash and pollutants that would otherwise wash into the City’s streams and the ocean. Four (4) companies responded to the RFP. The companies’ overall qualifications, including the qualifications of key personnel, prior service experience, availability of personnel, and ability to provide the required services were considered critical. United Storm Water, Inc. was the lowest bidder and met all the overall qualifications. The agreement is for a term of three (3) years with annual cleaning cycles effective July 1, 2025, and will allow the City to meet its regulatory requirements.

Staff solicited proposals in accordance with the City’s Procurement of Goods and Services Directive. Exhibit “A” lists the specific requested purchase orders and change orders and provides the vendor, equipment, supplies, services or materials to be purchased, amount of purchase, corresponding Public Works Program, and the selection process for the purchase orders over \$100,000.

FISCAL IMPACT

The FY 2025-26 proposed budget for each Public Works Division account includes funds for the purchase of equipment, supplies, materials and services to support the day-to-day operations of the

Department. Purchase orders totaling \$2,647,000 are not issued for more than the amounts budgeted. Therefore, sufficient funds will be available.

Amendment 1 with Bio-One is in an additional \$60,000 annually with four (4) renewable terms resulting in a not to exceed total of \$300,000 over the contract term.

Amendment 3 to the Mariposa Landscapes, Inc Parks, Beaches and Facilities Agreement for Irrigation Repairs and Maintenance is in the amount of \$227,786 for a total of \$2,651,001.

Amendment 1 to the Mariposa Landscapes, Inc. Medians, Streetscapes and Fire Stations Agreement to include Fire Station 1 is in the amount of \$16,261 annually for a total of 817,336.

Amendment 2 with Cart Retrieval Services is an additional \$50,000 annually resulting in a not to exceed total of \$124,000 over the contract term.

The three-year agreement total with United Storm Water, Inc. is \$1,158,914, in FY 2025-26 year one will be \$385,550 and will be charged to the Solid Waste City Services account 600702101.5305 which has a programmed budget of \$300,000 in FY 2025-26. Staff is requesting to use reserves in the amount of \$85,550 and appropriate to 600702101.5305 to cover the remaining cost of the annual agreement. Funding source is General Fund Unassigned fund balance account 101.3100.0001 which has a current balance of \$1.4M; therefore, sufficient funds are available.

FY 2026-27 is in the amount of \$386,297 and will need an appropriation of \$80,297.

FY 2027-28 is in the amount of \$387,067 and will need an appropriation of \$75,000.

Subsequent years costs will be budgeted during the normal budget process.

Description	Amount	Account	Proposed Budget FY 2025-26
Bio-One Amendment 1 (Not to exceed \$60,000 annually)	\$ 18,000	600702101.5320 Solid Waste	\$ 333,228
	5,000	630603851.5320 City Building Maint.	\$700,000
	5,000	600643101.5320 OTC Parking Lot Maint.	\$ 261,379
Total	\$ 28,000		

Mariposa Landscape, Inc Amendment 3 (Parks, Beaches & Facilities)	\$227,786	660613101.5320 Parks Maintenance	\$1,947,317
Mariposa Landscape, Amendment 1 (Medians, Streetscape, Fire Stations)	\$16,261	630637851.5320 Fire Stations Building Maint.	\$283,395
Cart Retrieval Services Amendment 2	\$50,000	600702101.5355 Solid Waste	\$ 85,000

Description	Amount	Account	Requested Appropriation	Funding Source	Available Balance
United Storm Water, Inc.	\$385,550	600702101.5355	\$85,550	101.3100.0001	\$1.4M

COMMISSION OR COMMITTEE REPORT

Does not apply.

CITY ATTORNEY'S ANALYSIS

Purchases must be made according to the procedures set forth in Chapter 28A of the City Code.

Prepared by: Carmen Ryan, Principal Management Analyst

Reviewed by: Hamid Bahadori, Public Works Director

Submitted by: Jonathan Borrego, City Manager

ATTACHMENTS:

1. Staff Report
2. Exhibit A FY 25-26 Purchase Order Summary
3. Amendment 1 to Bio-One Agreement
4. Amendment 3 Mariposa Agreement
5. Amendment 2 Cart Retrieval Services
6. PWA - United Storm Water Inc.
7. Final Bid Tabulation