



CITY of CALABASAS
CITY COUNCIL AGENDA REPORT

DATE: OCTOBER 5, 2020

TO: HONORABLE MAYOR AND COUNCILMEMBERS

FROM: ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR/CITY ENGINEER
HEATHER MELTON, LANDSCAPE MANAGER

SUBJECT: RECOMMENDATION TO APPROVE A TWO-YEAR PROFESSIONAL SERVICES AGREEMENT WITH SEPRO MARINE BIO, LLC DBA MARINE BIOCHEMISTS, TO PROVIDE DAILY MAINTENANCE SERVICES TO CALABASAS LAKE AND LAKE EQUIPMENT REPAIR OR REPLACEMENT IN AN AMOUNT NOT TO EXCEED \$381,248

MEETING
DATE: OCTOBER 14, 2020

SUMMARY RECOMMENDATION:

Recommendation to approve a two-year professional services agreement to SePRO Marine Bio, LLC dba Marine Biochemists, to provide Calabasas Lake with daily maintenance services in addition to as-needed lake equipment or replacement in an amount not to exceed \$381,248.00.

BACKGROUND:

Calabasas Lake is a man-made structure. It is 20 acres, has a depth of approximately 4½ feet deep, and when filled to capacity, retains approximately 20 million gallons of water.

Marine Biochemists, which was recently acquired on Friday, October 3, 2020 by SePRO Marine Bio, LLC, has been the maintenance contractor for Calabasas Lake

since 1993. During this time the only cost addition occurred in September 2005, when city staff requested the addition of weekend maintenance service.

Marine Biochemists continues to demonstrate the resource management skill, knowledge, expertise, and ability to manage Calabasas Lake in the manner required by the City. Because of this, the City has determined that Marine Biochemists is the sole-source provider, per City of Calabasas Municipal Code, Title 3, §3.40 Purchasing System, Subsection 3.40.090.

DISCUSSION/ANALYSIS:

Marine Biochemists has agreed to continue the on-going maintenance services, replacement equipment and as needed repairs for Calabasas Lake for a period of two years at the same rate per the previous agreement at \$11,730.00 per month, or \$140,760.00 per year for lake maintenance.

In addition, costs to repair or replace lake aeration equipment is expected to remain approximately the same as in prior year costs. Maintenance, repair and replacement of lake aeration equipment is billed on a Time and Material (T & M) basis. Based on past history this cost it is not anticipated to exceed \$25,000 per year.

Yearly maintenance plus additional repairs and replacement will total \$165,760 per year for a contract amount not to exceed \$381,248 for two years.

Because of the length of time of the prior professional services agreement, the City Attorney had recommended a new professional services agreement with Marine Biochemists utilizing the current lake maintenance contractor, as a sole source provider. In addition, the Property Manager of Calabasas Lake has requested that Marine Biochemists continue to provide services for Calabasas Lake per their correspondence to staff, as stated in Attachment B.

FISCAL IMPACT/SOURCE OF FUNDING:

The cost for 7 days per week, 8 hours per day lake maintenance is \$11,730 per month or \$140,760 per year. These funds come from existing budgeted Fund 326-LMD #22 Ad Valorem/CBA monies.

Maintenance, repair and replacement of lake aeration equipment is billed on a Time and Material (T & M) basis. Based on past experience this cost is not expected to exceed \$25,000 per year.

The total per-year cost is \$165,760 plus a 15% contingency of the total cost in the amount of \$49,728 for any additional or unforeseen serves/equipment that

may be required for a total amount not to exceed \$381,248.00. These funds come from existing budgeted monies from Fund 21.

REQUESTED ACTION:

City Council approve a two-year professional services agreement with SePRO Marine Bio, LLC dba Marine Biochemists, to provide Calabasas Lake with daily maintenance services in addition to as-needed lake equipment or replacement in an amount not to exceed \$381,248.

ATTACHMENTS:

Attachment A: Professional Services Agreement from 2017-2020

Attachment B: Correspondence from CPHA Property Manager, Ida Worth of Ross Morgan and Co.

Attachment C: Professional Services Agreement for a two-year term 2020-2022