



**CITY of CALABASAS**  
**CITY COUNCIL AGENDA REPORT**

---

**DATE: JANUARY 31, 2022**

**TO: HONORABLE MAYOR AND COUNCILMEMBERS**

**FROM: ROBERT YALDA, P.E., T.E., PUBLIC WORKS DIRECTOR/CITY ENGINEER**  
**BY: TATIANA HOLDEN, DEPUTY PUBLIC WORKS DIRECTOR**

**SUBJECT: RECOMMENDATION TO APPROVE A PROFESSIONAL SERVICES AGREEMENT WITH BURNS PACIFIC CONSTRUCTION, INC. TO PROVIDE AS-NEEDED EMERGENCY CLEANING SERVICES, DEBRIS/DIRT REMOVAL, REDUCTION, DISPOSAL AND OTHER CLEAN-UP ACTIVITIES ASSOCIATED WITH HILLSIDE EROSION, EXCESSIVE RAIN OR OTHER NATURAL OR MANMADE DISASTER ON AS-NEEDED OR EMERGENCY CALL-OUT BASIS/RESPONSE FOR A TWO-YEAR TERM IN AN AMOUNT NOT TO EXCEED ONE HUNDRED TWENTY THOUSAND DOLLARS (\$120,000)**

**MEETING**  
**DATE: FEBRUARY 9, 2022**

---

**SUMMARY RECOMMENDATION:**

Staff recommends that the City Council approve a Professional Services Agreement with Burns Pacific Construction, Inc. to provide as-needed emergency cleaning services, debris/dirt removal, reduction, disposal and other clean-up activities associated with hillside erosion, excessive rain or other natural or manmade disaster on as-needed or emergency call-out basis/response for a two-year term in an amount not to exceed one hundred twenty thousand dollars (\$120,000.00).

**BACKGROUND:**

The City currently has a contract with Burns Pacific Construction, Inc. for debris removal, emergency repair and response services on as-needed and on-call basis. However, staff is concerned that the existing contract amount is not nearly enough to cover all work needed to respond to emergencies and natural events such as the recent heavy rainstorms. Burns Pacific Construction, Inc. under supervision of the

City's inspector has operated efficiently and responded promptly to City's requests within the scope of work, and has managed to complete clean-up for Park Andorra, Valdez Rd., Dry Canyon Cold Creek Rd. and Calabasas Rd. within a little bit over a week. However, other major parts of the City such as, Wild Walnut Park on Mulholland, Mulholland Hwy near the Secret Trail and Old Topanga Canyon from the City limits to Mulholland Hwy are still in immediate need for slide debris clean up and costs associated with these services cannot be covered under existing contract. Additionally, there is a need for the clean-up work at one of the City's Facilities, Calabasas Klubhouse.

## **DISCUSSION/ANALYSIS:**

The recent rainstorms beginning this year contributed to mud slides and other debris flows to the City's main arterial roadways. Initially, the City contacted Los Angeles County but their crew was unable to provide assistance and timely responses to remove debris clean-up and repair services. Staff then managed to secure a contractor for the clean-up services and proceeded with execution of a short-term contract with permission from the City Manager. To improve the City's response times to natural incidents, such as debris and dirt removal due to slope failures, and to be more cost effective, staff seeks to extend the contract and to secure a long-term contract with a local general contractor for providing such services on an as-needed and on-call basis.

Due to the nature of the emergency, City staff conducted an informal bidding and requested Fee Proposals for the aforementioned services from local general contractors on January 11, 2022. The City received only one proposal from a qualified emergency clean-up company— Burns Pacific Construction, Inc. The most important criterion in evaluating contractor's competency for City staff were costs along with ability to complete the work in a timely manner, and to fully provide services in the scope of work consisting of providing emergency response at any time including after regular working hours, on weekends, and on holidays, where emergency services may include, but are not limited to the Storm clean-up, Mud/Land slide clean-up, Placement of traffic barricades, Traffic Control and Slope Restoration.

Based on the City's past experience working with Burns Pacific Construction, Inc. and the received proposal from the company; satisfying the aforementioned criterion, City decided to immediately enter into a short-term contract with Burns Pacific Construction, Inc. Since then, staff has had great experience working with the company and has demonstrated that could mobilize on a short notice in the event of an emergency.

**FISCAL IMPACT/SOURCE OF FUNDING:**

Staff is requesting the City Council adopt the attached resolution which appropriates \$60,000 for this current fiscal year (FY) 2021-22 to provide funding for emergency response and debris removal.

**REQUESTED ACTION:**

Staff recommends approving a Professional Services Agreement (PSA) with Burns Pacific Construction Inc. in the amount of \$120,000.00 on an as-needed basis for debris removal, emergency response and other related services. The duration of the agreement is for a two-year term.

City Council adopt Resolution No. 2022-1774, allocating funds for debris removal and emergency response.

**ATTACHMENTS:**

Attachment A - Professional Services Agreement  
Attachment B - Resolution No. 2022-1774