



CITY of CALABASAS

CITY COUNCIL AGENDA REPORT

DATE: FEBRUARY 8, 2023

TO: HONORABLE MAYOR AND COUNCILMEMBERS

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

SUBJECT: RECOMMEDATION TO APPROVE A FIVE-YEAR PROFESSIONAL SERVICES AGREEMENT TO CLEAN LAKES, INC. TO PROVIDE DAILY MAINTENANCE SERVICES TO CALABASAS LAKE AND LAKE EQUIPMENT REPAIR OR REPLACEMENT IN AN AMOUNT NOT TO EXCEED \$1,491,181.40

MEETING

DATE: FEBRUARY 22, 2023

SUMMARY RECOMMENDATION:

Recommedation to approve a five year Professional Services Agreement (PSA) to Clean Lakes, Inc. to provide daily maintenance services to Calabasas Lake and lake equipment repair or replacement in an amount not to exceed \$1,491,181.40.

BACKGROUND:

Calabasas Lake is a man-made structure. It is 20 acres, has a depth of approximately 4 ½ feet deep, and when filled to capacity, retains approximately 20 million gallons of water.

Calabasas Lake has had the same maintenance contractor, Marine Biochemists, since 1993. In 2021/2022 they were acquired by Solitude Lake Management.

After the acquisition, City staff reached out several times to request an on-site meeting with new management. The City did not receive a response.

In August 2022 after discussions with City senior management, it was determined the best option was to award a new Professional Services Agreement. The City Attorney created new specifications to replace the previous outdated document for the Request for Proposal (RFP). As the agreement was expiring in October of 2022, arrangements were made for a replacement contractor for temporary emergency services until a new vendor is found.

The new Professional Services Agreement will be for five (5) years with only the possibility of a CPI increase.

DISCUSSION/ANALYSIS:

Services consist of on-going maintenance seven days a week which include, testing of the equipment, monitoring water quality, monitoring pump system, water levels, and addressing algae, etc. Repairs to equipment and parts and also, emergency call service are billed on a Time and Material (T&M) basis. Estimated additional cost is not anticipated to exceed \$25,000.00 per year.

On December 1, 2022, the RFP was made public. On December 7, 2022, a mandatory information session was held and a tour of the lake was provided. All proposal packets were due on December 16, 2022. The proposers were: Bio Aquatics Lake Management, Clean Lakes Inc., and Solitude Lake Management dba Marine Bio.

Below are the proposal packet results from the RFP:

	Monthly Cost	Annual Price
Bio Aquatics Lake Management	Proposal Withdrawn	Proposal Withdrawn
Clean Lakes, Inc.	\$22,769.69	\$273,236.28
Solitude Lake Management (Marine Bio)	\$29,199.73	\$350,396.76

After review and discussion with senior management, it was determined that Clean Lakes, Inc. at this time is the company to award a Professional Services Agreement.

Below is the annual maintenance calculation plus additional repairs and replacement cost and the total price for five years:

	Annual Cost	Five Year Price
Annual Maintenance Cost for Calabasas Lake 7 Days a Week.	\$273,236.28	\$1,366,181.40
Estimated Repairs and Replacement Costs Based on Past History	\$25,000.00	\$125,000.00
	Total Price Not Exceed	\$1,491,181.40

FISCAL IMPACT/SOURCE OF FUNDING:

The funding will come from Ad Valorem tax monies which is a local general tax generated in addition to the general fund tax. This is a tax generated from and for the benefit of the parcel owners of record within a certain, specified boundary. The funding for the Calabasas Lake Maintenance and Additional Repairs & Equipment Replacement come from existing budgeted Fund 326- LMD #21 – Ad Valorem/Common Benefit Area No.1 monies.

REQUESTED ACTION:

Recommendation to approve a five year Professional Services Agreement to Clean Lakes, Inc. to provide daily maintenance services to Calabasas Lake and Lake equipment repair or replacement in an amount not to exceed \$1,491,181.40.

ATTACHMENTS:

Exhibit A – Professional Services Agreement (PSA)

Exhibit B – Fee Schedule

Exhibit C – Map