



# *Camarillo City Council*

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## **AGENDA REPORT**

Date: August 14, 2024

To: Honorable Mayor and City Councilmembers

From: Greg Ramirez, City Manager

Submitted by: Dave Klotzle, Public Works Director

Subject: Ditch, Culvert, and Detention Basin Maintenance, MC-2024-4 – Award of Contract

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### **BACKGROUND**

The City of Camarillo (City) contracts for the maintenance of drainage ditches, culverts, and detention basins on City owned properties to keep them clear of weeds, silt, and debris. The maintenance of the City's stormwater drain network is required by the Municipal Stormwater National Pollutant Discharge Elimination System Permit and is necessary to ensure proper drainage during rain events and protection of City right-of-way.

### **DISCUSSION**

Specification MC-2024-4 involves the maintenance and documentation of the City ditches, culverts, and detention basins on City properties. Maintenance is performed, on average, twice per year, typically once prior to October 1st, and once after April 15th.

On June 15, 2024, a Notice Inviting Bids was published on the City of Camarillo PlanetBids portal and advertised in the Camarillo Acorn. On June 26, 2024, staff held a mandatory pre-bid meeting, and on July 12, 2024, two (2) responsive bids as shown in the table below were uploaded to the PlanetBids portal.

Name of Bidder	\$ Amount of Bid
Blackpointe Group Construction & Management Moorpark, CA	\$225,043.50
United Storm Water, Inc. City of Industry, CA	\$357,064.50

Staff recommends awarding a three-year maintenance contract with the option to extend for up to two additional one-year periods to the lowest responsive bidder, Blackpointe

Group Construction & Management, for a not to exceed amount of \$225,043.50 with annual Consumer Price Index (CPI) adjustments (approximately 4%) and a 15% contingency for unforeseen additional work for a total authorized expenditure of \$269,291.50 as shown below.

Contract amounts for Fiscal Year 2024/25 are listed below:

		Total Authorized Expenditure	
Fiscal Year	Contract Amount	CPI Adjustment (4%)	Total Amount Including CPI Adjustment
2024/25	\$75,014.50	N/A	\$75,014.50
2025/26	\$75,014.50	\$3,001.00	\$78,015.50
2026/27	\$75,014.50	\$3,121.00	\$81,136.50
Total	\$225,043.50	\$6,122.00	\$234,166.50
Contingency			\$35,125.00
Total			\$269,291.50

Contract amounts for Fiscal Year 2024/25 are listed below:

Fund	Account No.	Amount
Landscape Maintenance	220-3310-433.35-20	\$54,053.50
Mission Oaks	221-3311-433.35-20	\$12,400.00
Armitos	223-3313-433.35-20	\$453.25
Presley	225-3315-433.35-20	\$954.50
Spanish Hills	226-3316-433.35-20	\$2,600.00
Sares Regis	227-3317-433.35-20	\$4,100.00
Vista Las Posas	228-3318-433.35-20	\$453.25
Total		\$75,014.50

## FISCAL IMPACT

Funds for ditch, culvert, and detention basin maintenance work are included in the FY 2024/25 operating budgets listed above. However, an appropriation in Account No. 226-

3316-433.35-20 in the amount of \$1,800 from available Landscape Maintenance District Zone 6 Spanish Hills Fund Balance is required.

### **CEQA DETERMINATIONS**

The City's ditch, culvert, and detention basin maintenance work is not subject to California Environmental Quality Act (CEQA) review pursuant to Section 15301 of the CEQA Guidelines, which exempts from CEQA review projects that consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographic features involving negligible or no expansion of existing or former use. This agenda item meets the criteria for this exemption because the work performed is maintenance of existing City structures and facilities.

### **RECOMMENDATION**

1. Find the ditch, culvert, and detention basin maintenance work exempt from review under the California Environmental Quality Act (CEQA) pursuant to Section 15301 of the CEQA Guidelines; and
2. Authorize an appropriation of \$1,800 in the Landscape Maintenance District Zone 6 Spanish Hills Fund from available fund balances; and
3. Authorize City Manager to execute CC Agreement No. 2024-158 with Blackpointe Group Construction & Management for Specification MC-2024-4 Ditch, Culvert, and Detention Basin Maintenance in the amount of \$225,043.50 with Consumer Price Index increases for Fiscal Years 2025/26 and 2026/27; and
4. Authorize the City Manager to execute future amendments to the Agreement with Blackpointe Group Construction & Management for unforeseen additional services in an amount not to exceed \$35,125.

### **ATTACHMENTS**

1. CC Agreement No. 2024-158

### **REFERENCE MATERIALS – AVAILABLE FOR REVIEW AT CITY HALL**

None