



# City Council Report

City Council Meeting: September 24, 2013

Agenda Item: 3B

To: Mayor and City Council  
From: Martin Pastucha, Director of Public Works  
Subject: Bid Award for Pool Maintenance and Repair Services

## Recommended Action

Staff recommends that the City Council award Bid #4094 and issue a purchase order for pool maintenance and repair services to Commercial Aquatic Services, a California-based company, in an amount not to exceed \$75,000 for FY 2013-14, with two one-year options to renew and a 5% increase in price for the third year, for a total amount not to exceed \$228,750 over a three-year period.

## Executive Summary

The City contracts out various pool maintenance and repair services at the Annenberg Community Beach House, Santa Monica Municipal Pool, and Virginia Avenue Park. In June 2013, the City solicited bids for such services. After reviewing the only bid received, staff recommends Commercial Aquatic Services to provide pool maintenance and repair services for a total not to exceed amount of \$228,750 over a three-year period.

## Discussion

The City requires weekly and annual services for the splash pad at Virginia Avenue Park, as well as bi-weekly service and annual service for the pool equipment that includes water heaters, filters and valves at Annenberg Community Beach House and Santa Monica Municipal Pool in order to ensure a proper balance of water chemistry and a safe environment for the public to swim in. The City further requires having a provision to address any equipment failures or repair work in a timely manner to prevent the shutdown of any of its pool facilities.

## Vendor Selection

In June 2013, the City published Notices Inviting Bids to provide pool maintenance and repair services at various City locations. The bid was posted on the City's online bidding site, and notices were advertised in the Santa Monica Daily Press in

accordance with City Charter and Municipal Code provisions. There were 154 vendors notified and 22 vendors downloaded the bid. Seven contractors attended the job walk. One bid was received and publicly opened on July 7, 2013 per Attachment A. The bid was evaluated based on price, previous experience and compliance with City specifications. Commercial Aquatic Services has previously provided satisfactory repair services at reasonable cost for the Virginia Avenue Park water cannons and Annenberg Community Beach House pool variable frequency drives. Commercial Aquatic Services has also provided pool chemicals and chemical delivery system inspection services to the Municipal Pool since 2010 and Annenberg Community Beach House since 2012. As bid, scheduled service costs excluding repairs are expected to drop 52% to \$21,096 per year for all three sites starting in FY 2013/14. Based on these criteria Commercial Aquatic Services is recommended as the best bidder to provide pool maintenance and repair services in accordance with City specifications.

**Financial Impacts & Budget Actions**

The purchase order to be awarded to Commercial Aquatic Services is for an amount not to exceed \$75,000 for the first year. The purchase order will be charged to account 01274.570060 and expenditures will be transferred to the divisions incurring the maintenance services. Funds are available in individual divisions' FY 2013-14 operating budgets. Budget authority for subsequent years will be requested in each budget cycle for Council approval. Future funding is contingent upon Council approval.

**Prepared by:** Shidan Adlparvar, Facilities Services Administrator

**Approved:**

**Forwarded to Council:**



Martin Pastucha  
Director of Public Works



Rod Gould  
City Manager

**Attachments:** A – Bid Summary

ATTACHMENT A

Bid No. 4094

Bid Description: Provide Pool Maintenance and Repair Services at Three City of Santa Monica Facilities, as Required by Facility Maintenance

Bid Closing Date: July 15, 2013

			Commercial Aquatic Services, Inc.	
			Tustin, CA	
Item	Description	U/M	Unit Price	
1	Annenberg - (1 Pool and 1 Splash Pad) Routine Maintenance (1 X per month) Optional	Per month		\$100.00
2	Annenberg - (1 Pool and 1 Splash Pad) Routine Maintenance (2 X per month) Optional	Per month		\$200.00
3	Swim Center- (2 Pools) Routine Maintenance (1 X's per month) Optional	Per month		\$150.00
4	Swim Center- (2 Pools) Routine Maintenance (2 X's per month) Optional	Per month		\$300.00
5	Swim Center- (2 Pools) Annual Maintenance and Repair Service (1 X per year) Optional	Per year		\$2,715.00
6	Annenberg - Heater Maintenance Service: Annual PM (1 X per year) Optional	Per year		\$600.00
7	Annenberg - Heater Maintenance Service: Semi- Annual PM (2 X per year) Optional	Per year		\$1,025.00
8	Annenberg - (1 Pool) Annual Maintenance and Repair (1 X per year) Optional	Per year		\$1,280.00
9	Annenberg - (1 Splash Pad) Annual Maintenance and Repair (1 X per year) Optional	Per year		\$1,800.00
10	(VAP) Virginia Avenue Park (Splash Pad) - Routine Maintenance (1 X per week) Optional	Per month		\$648.00
11	(VAP) - Summarization (1 X per year)	Per year		\$250.00
12	(VAP) - Winterization (1 X per year)	Per year		\$250.00
13	Minimum Call Out Charge	Per response		\$165.00
14	Hourly labor rate for repairs	Per hour		\$165.00
15	OT/ after-hours hourly labor rate	Per hour (OT/after hour)		\$195.00
16	Days and times of the week to which the after-hours rates would apply		Mon-Fri 5pm-7am and Sat-Sun All hours	
17	Labor clock begins upon		Arrival at customer location	
18	Labor clock ends upon		Departure from customer location	
19	The % discount off MSRP offered for materials/parts			10% to 30%
20	Please describe any additional fees and charges not covered above (mileage, fuel surcharges, double-time, etc.)			None
Item	Description	Response		
1	Years of experience for testing, inspections, services and repairs to water features, commercial pools plus associated equipment	10 Years		
2	Experience servicing and repairing water features, commercial pools plus	We have been servicing and repairing commercial pools and		
3	Types of Certifications your employees possess	Certified Pool Operator LA County Pool Technician, CPO Instructor, Confined Space Entry, HAZMAT		
4	California State Contractors License number and type(s) of license(s) your firm possesses	#946044 Types C-53, D-35, C-10, B		
5	List your firm's business tax ID #	20-1848548		
6	Firm's warranty on service/repairs	12 months		
7	Does your firm provide 24/7 repair services?	Yes		
8	Firm's 24-hour contact phone number	(877) 794-6227 or (714) 363-1623		
9	Emergency Response Time- Indicate how soon your firm can be on-site at a Santa Monica Location after initial notification	2 hours		
10	Does your firm have and exclusive right/certifications to inspect, test, repair and purchase water feature, comemrcial pool plus associated equipment listed?	No, We are factory authorized and trained on all major pool equipment		
Item	Description	Response		
1	Payment Terms	Net 30		
2	Renewal Options Period 2	Same price, terms, and conditions offered		
3	Renewal Options Period 3	5% Increase		