

Legislation Text

File #: #18-279, **Version:** 1

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DATE OF MEETING: 08/06/18

SUBJECT:

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SAN PABLO AUTHORIZING THE CITY MANAGER TO ENTER INTO AN AGREEMENT WITH DMG JANITORIAL FOR THE EXTENSION OF BATHROOM HOURS AT SELECTED CITY PARKS DURING SPECIFIC MONTHS OF THE YEAR AT A COST OF \$11,200

RECOMMENDATION

Adopt Resolution

COMPLIANCE STATEMENTS

Council Priority Work plan

This item falls under the adopted policy item Services for Families, Seniors & Youth Policy Item contained in the FY 2018-21 City Council Priority Work plan, effective November 1, 2017.

CEQA Compliance Statement

This is not a project as defined by CEQA.

BACKGROUND

Currently, the Public Works Department / Maintenance Division opens public park restrooms Monday through Friday by 8:00 a.m. and closes them by 3:30 p.m. This service is provided at Davis Park, which has two sets of restrooms and Wanlass Park.

With the increase of programs and services that are being offered to the community by the Community Services Department / Recreation Division, City staff formulated two policy options to allow for the restrooms to stay open later in the evening for residents and the community to enjoy during specific seasonal peak time periods (March - October), as follows:

OPTION #1: CITY PROVIDED SERVICE (Via Part-time Staff) - estimated cost of \$6,640

The first option is to extend availability of the restrooms for public use until 8:00 p.m., at which time City part-time staff (Building Attendants) would close them. Under this option the part-time City staff would not be responsible for cleaning the restrooms or restocking them; they will only lock them up for the night and the next day Public Works would open, clean, and restock the restrooms. This cost estimate only includes the additional hard cost of paying Building Attendants for the additional hours and does not include the cost of lost time for Public Works staff to clean and restock.

OPTION #2: OUTSOURCE (Via Existing Contractor) - estimated cost of \$11,200

The second option is to extend availability for public use until 8:00 p.m., at which time our existing

City contractor would clean, restock, and lock up the locations so they would be in good condition the following day when Public Works would come and open the restrooms.

Please note: although restrooms will be closed by 8:00 p.m. from March through October, they will continue to be closed by 3:30 p.m. Monday through Friday and by 5:00 p.m. on Saturday and Sunday from November through February.

City staff recommends **OPTION #2:** outsource the service due to employee safety, operational capability with existing City operations, and health and safety of the public.

Budget, Fiscal & Legislative Standing Committee

On July 24, 2018, both options were reviewed by the Budget, Fiscal & Legislative Standing Committee (Calloway/Kinney), which recommended option number two for City Council approval and for weekend uses. Additionally, the Standing Committee requested that appropriate signage be provided at restroom facilities in Davis Park and Wanlass Park Restrooms on extended hours and reporting restroom abuse be incurred with this expansion of service.

If approved, a portion of the summer 2018 season through October 2018, and March 2019 through June 2019 would be implemented operationally by Community Services Department Staff via the current City contractor who performs this service at existing City park facilities during the weekends.

FISCAL IMPACT

Funding for this service would come from the existing Professional Services account in the FY 2018/19 Community Services Department / Recreation Division Budget, (100-5210-43600) in the amount of \$11,200.