



## REPORT TO CITY COUNCIL

**To:** Honorable Mayor and Members of the City Council

**From:** Jason Simpson, City Manager

**Prepared by:** Rick De Santiago, Public Works Manager

**Date:** December 12, 2023

**Subject:** Agreement with Professional Sports Field Maintenance, Inc. for Bi-weekly Field Maintenance Services at McVicker Park, Swick and Matich Park, Summerly Park, Tuscany Park, Canyon Hills Park, and Christensen Park

### **Recommendation**

Approve and authorize the City Manager to execute the Contractor Services Agreement with Professional Sports Field Maintenance, Inc. for Bi-weekly Field Maintenance Services at McVicker Park, Swick & Matich Park, Summerly Park, Tuscany Park, Canyon Hills Park, and Christensen Park in an amount not to exceed \$45,270.00 per Fiscal Year for a term of three (3) years in such final form as approved by the City Attorney and authorize the City Manager to execute change orders not to exceed a 10% contingency of \$4,527.00 for unanticipated costs.

### **Background**

Staff has identified that these City parks require field maintenance twice a month at the following locations: McVicker, upper and lower, Swick & Matich, Freedom, Tee ball, Summerly 1,2,3 and 4, Tuscany Yellow, Blue and Red, Canyon Hills 1 and 2, and Christensen fields. Maintenance includes dragging, watering, edging, and power brooming the arc edges.

### **Discussion**

Maintenance personnel are essential for periodic inspections, preventive maintenance measures, and repairs that directly contribute to the safe operation of sports field facilities. The early detection of facility problems and the expedited response by staff directly influence the safe utilization of these facilities. To ensure the facilities are adequately maintained, the City schedules preventive and reactive maintenance for all its sports field facilities. The need for and scheduling the sports field preventive maintenance work is essential to the Public Works' mission. Internal operations and maintenance efforts perform limited maintenance work.

## Professional Sports Field Maintenance Agreement

Maintenance personnel primarily focus on basic upkeep, but the demand for high-level inspection and repair of all deficiencies is occasionally needed. Companies specializing in this work are well-versed in all the industry standard maintenance techniques, materials, and best practices.

### **Fiscal Impact**

Funds are available in the City's Annual Operating Budget for Fiscal Year 23-24 Park Budget.

### **Attachments**

Attachment 1- Agreement

Exhibit A- Proposal