



Office of the City Manager

CONSENT CALENDAR
March 9, 2021

To: Honorable Mayor and Members of the City Council
 From: Dee Williams-Ridley, City Manager
 Submitted by: Scott Ferris, Director, Parks, Recreation and Waterfront
 Subject: Contract No. 32000063 Amendment: United Site Service, Inc. for
 Additional Rental and Servicing of Portable Toilets and Sinks

RECOMMENDATION

Adopt a Resolution authorizing the City Manager to execute an amendment to Contract No. 32000063 with United Site Services of California, Inc. for rental and service of portable toilet and handwashing units, increasing the current contract amount of \$360,000 by \$270,000, for a total not to exceed amount of \$630,000 for a period of two years, with an option to extend for three 12-month periods, for a total amount not to exceed \$1,200,000.

FISCAL IMPACTS OF RECOMMENDATION

This proposed contract amendment will provide funding through September 2021. Funds are available in the Parks Tax (Fund 138) for ongoing rental and service of portable toilets in City Parks; and in General Fund (Fund 011) for additional hand washing stations, and special events, and emergency orders.

CURRENT SITUATION AND ITS EFFECTS

The City has a current contract with United Site and Services, Inc. in the amount of \$360,000 for a period of two years for the rental and service of portable units to supplement existing facilities, to provide services for events, programs and activities where no permanent facilities exist, at construction sites as needed, and in emergency situations.

On March 3, 2020, the City Manager, acting as the Director of Emergency Services, issued a Proclamation of Local Emergency regarding the novel coronavirus (COVID-19), which the City Council subsequently ratified on March 10, 2020 and doubled the number of portable units throughout Berkeley to meet the community's need. Staff estimates that the authorized not-to-exceed spending amount will be reached by March 2021. This proposed contract amendment would increase the authorized amount to cover portable toilet and handwashing service through the end of the existing contract term (September 2021) with the existing rate structure. This allows the City to continue to receive portable toilet and handwashing service at competitive prices.

BACKGROUND

On June 18, 2019 the City released a Request for Proposals (Specification No. 19-11336-C) for rental and service of portable toilet units, and received one proposal. On September 10, 2019, by Resolution 69,083-N.S., Council authorized the City Manager to execute a contract and any amendments with United Site Services of California, Inc., in an amount not to exceed \$360,000 for two years with an option to extend for three 12-month periods for a total amount not to exceed \$900,000 for five years.

ENVIRONMENTAL SUSTAINABILITY

Providing portable toilets in areas where permanent facilities are insufficient or unavailable helps to keep those environments clean and safe for the public.

RATIONALE FOR RECOMMENDATION

The City's need for rental and service of portable toilets and handwashing units has increased due to the COVID-19. The proposed amendment will allow the City to continue providing services.

ALTERNATIVE ACTIONS CONSIDERED

None

CONTACT PERSON

Scott Ferris, Director of Parks, Recreation & Waterfront Department, 981-6700

Attachments:

1: Resolution

RESOLUTION NO. ##,###-N.S.

CONTRACT NO. 32000063 AMENDMENT: UNITED SITE SERVICE OF CALIFORINA, INC., FOR ADDITIONAL PORTABLE TOILET RENTAL AND SERVICE

WHEREAS, on June 18, 2019 the City released a Request for Proposals (Specification No. 19-11336-C) for rental and service of portable toilet units, and received one proposal; and

WHEREAS, on September 10, 2019, by Resolution 69,083-N.S., Council authorized the City Manager to execute a contract and any amendments with United Site Services of California, Inc., in an amount not to exceed \$360,000 for two years with an option to extend for three 12-month periods for a total amount not to exceed \$900,000 for five years; and

WHEREAS, On March 3, 2020, the City Manager, acting as the Director of Emergency Services, issued a Proclamation of Local Emergency regarding the novel coronavirus (COVID-19), which the City Council subsequently ratified on March 10,2020; and

WHEREAS, the City doubled the number of portable units throughout Berkeley where permanent facilities are insufficient or unavailable to keep environments clean and safe for the public; and

WHEREAS, Funds are available in the Parks Tax (Fund 138) for ongoing rental and service of portable toilets in City Parks; and in the General Fund for additional hand washing stations, special events, and emergency orders.

NOW THEREFORE, BE IT RESOLVED by the Council of the City of Berkeley that the City Manager is hereby authorized to execute an amendment to Contract No. 32000063 with United Site Services of California, Inc. for rental and service of portable toilet and handwashing units, increasing the current contract amount of \$360,000 by \$270,000, for a total a total no to exceed amount of \$630,000 for a period of two years, with an option to extend for three 12-month periods, for a total amount not to exceed \$1,200,000.

