



FILED
OFFICE OF THE CITY CLERK
OAKLAND

2017 JUN 29 PM 12:58

AGENDA REPORT

TO: Sabrina B. Landreth
City Administrator

FROM: Mark Sawicki
Director, EWD

SUBJECT: Men of Valor Contract for
Maintenance of Former RDA-Owned
Parcels

DATE: June 19, 2017

City Administrator Approval

Date:

[Handwritten signature]
6/28/17

RECOMMENDATION

Staff Recommends The City Council Adopt A Resolution Authorizing The City Administrator To Negotiate, And Without Returning to Council, Execute A Contract With Men of Valor Academy For Three Years With Three Optional One Year Administrative Extensions In An Amount Not-To-Exceed Five Hundred Thousand Dollars (\$500,000.00) For On-Call Property Maintenance Services For Multiple City-Owned Parcels Predominantly In East Oakland.

EXECUTIVE SUMMARY

The City currently owns seventeen vacant parcels (one in Central District and sixteen in East Oakland) that require on-going maintenance services to mitigate the effects of illegal dumping, graffiti, littering, and overgrown weeds. Keeping the properties clean and in optimal physical appearance will improve the likelihood of attracting potential developers to those sites and not detract from the surrounding neighborhoods.

Staff issued a Request For Proposals ("RFP") and received proposals from two qualified contracting organizations that had prior experience in property maintenance services. Upon interviewing both firms, and confirming that all contract compliance rules were met, staff determined that Men of Valor Academy was the best suited on-call contractor to hire for this role. Staff is seeking authorization to enter into a contract with Men of Valor Academy for a total of three years for \$500,000, with three optional one-year administrative extensions. Funding for this contract will come from former Redevelopment Agency bond funds.

BACKGROUND // LEGISLATIVE HISTORY

In order to attract development interest for its vacant opportunity sites in Oakland, and not detract from the surrounding neighborhoods, it is important that the City keep the properties it owns in optimal physical condition. The effects of illegal dumping, littering, graffiti, and

Item: **5**
CED Committee
July 11, 2017

excessive weed growth have proven to be frequent challenges to City-owned sites, and deterrents to neighborhood investment.

In 2011, the City hired Men of Valor Academy to maintain city-owned, vacant parcels in East Oakland. That contract has been amended a maximum of three times and although it will not expire until August 31, 2018, it needs to be replenished with additional funds. Since 2011, just under \$500,000 of the last contract was spent, leaving approximately \$10,000 in remaining funds which will be depleted prior to the execution of a new property maintenance contract. Under the last contract, similar upkeep services were performed, and the firm's work was outstanding. The City's Public Works Agency currently does not provide any on-going service for property maintenance at the level for which these seventeen sites currently require.

Based in East Oakland, Men of Valor Academy provides job training and transitional housing to men ages 18-35 who have come from challenged backgrounds and experiences. Most of the individuals mentored by this organization have been homeless, on probation and/or parole, or were mandated to Men of Valor by the Courts. Men of Valor Academy provides its members with the cognitive growth skills needed to lead productive lifestyles, steady employment, and assistance to prevent them from becoming repeat offenders.

ANALYSIS

The City of Oakland currently owns seventeen scattered sites, one located in Central District, and the rest located in East Oakland, which require on-going maintenance to mitigate the effects of illegal dumping, graffiti, littering, and overgrown weeds. City staff issued an RFP to solicit the services of an organization that would oversee general maintenance, clean up, and periodic monitoring of these properties, over multiple years. The RFP detailed that the selected contractor is to provide maintenance services in a professional manner, using quality equipment, and include all supervision, labor, materials, tools, supplies, and services. The RFP also listed the seventeen City-owned parcels that would be serviced under this contract, with the understanding that the City reserves the right to unilaterally add, delete, or modify the following list as required. Because the services are often delivered as on-call and incident-based, the addition of properties may deplete the contract's funding amount sooner than its expiration date. Conversely, fewer properties or incidents will extend the funding source (and could be used for contract extensions). The following table lists those sites:

Representative List of City-Owned Properties Pertaining to this RFP

No.	Property / Location	Approx. Sqft.
1	36th & Foothill Blvd. (3600 & 3614)	15,600
2	Crosby & Foothill Blvd. (3550 & 3566 Foothill)	18,400
3	8280 MacArthur Blvd.	6,700
4	8296 MacArthur Blvd.	6,000
5	10451 MacArthur Blvd.	23,000
6	73rd & Foothill Blvd.	53,200
7	606 Clara Ave. & 9418 Edes Ave.	26,300
8	615 High Street	14,600
9	Coliseum Amtrak Lot and 710-728 73rd Ave	38,000
10	711 San Leandro Street	53,000
11	3050 International Blvd. and Derby Parcel	32,500
12	73rd and International Blvd. (7318 & other)	5,400
13	East 12th Street and 2nd Ave. ("12th Street Remainder Site")	79,700
14	633 Hegenberger Rd.	538,800
15	9409-9437 International Blvd.	28,800
16	1449 Miller Ave.	12,400
17	7001 Snell St.	51,000

The RFP establishes the following scope of services for the Contract:

- Initial Cleanup – cutting, clearing, trimming of all weeds, vegetation, overgrowth, trash, and debris from property. Note that for a few specific sites, certain existing trees, bushes, or plants should not be removed.
- Litter, broken glass, paper cans, bottles, and other small debris are to be removed from the landscape site periodically and disposed of properly. Graffiti is to be removed as needed.

Item: _____
CED Committee
July 11, 2017

- Periodic maintenance of each site – trash and debris removal from site and sidewalks fronting property.
- Periodic maintenance of each site – cutting, clearing, trimming all weeds, vegetation, overgrowth from property.
- Provide photo documentation (before and after pictures) of cleaned property.
- Secure locks, gates, and fencing and provide emergency repair services as necessary.
- Report Public Safety issues and potential hazardous situations to the appropriate City of Oakland departments.
- Track maintenance work and submit invoices to the Economic and Workforce Development Department, Project Implementation Division on a monthly basis.
- Provide an itemized list of services, dates and times, detailed description of services, itemized per unit fee of services (unit = per worker, per hour, per square footage), and photo documentation per above showing conditions before and after work completed.

Staff issued an RFP in May 2017, and worked with the City's Contract Compliance unit to ensure that proposal responses were from firms that met the City's minimum contracting requirements. Staff subsequently interviewed the two organizations that submitted proposals, used a standardized method of scoring and evaluation, and ultimately determined that Men of Valor Academy was the most cost effective and qualified organization to maintain these seventeen City-owned properties.

FISCAL IMPACT

Funding for the \$500,000 contract has been identified in former Redevelopment Agency funds. The following table shows how the funding will be allocated to each of the participating areas:

Property Maintenance Funding Detail

Area	Amount	Funding Code				
		Fund	Organization	Account	Project	Program
Central District	\$100,000	5611	94889	54011	1001068	SC13
Coliseum	\$200,000	5656	94859	To Be Set Up	1001530	SC12
Central City East	\$200,000	5643	94899	To Be Set Up	1001541	SC18
TOTAL	\$500,000					

In greater detail, funding will come from Fund (5643) - Central City East Bond Funds; (94899) – Capital Improvement Program Central City East Organization; Account (To Be Set Up), Fund (5656) - Coliseum Bond Funds; (94859) – Capital Improvement Program Coliseum Organization; Account (To Be Set Up), and Fund (5611) - Central District Bond Funds; (94889) – Capital Improvement Program Central District Organization; Major Development Projects Account (1001068).

The eventual sale or lease value of these City-owned parcels to a real estate developer may increase if their attractiveness and cleanliness is regularly maintained.

PUBLIC OUTREACH / INTEREST

These seventeen City-owned parcels are scattered throughout East Oakland, as well as one parcel in Central District. City staff solicited proposals from various community-based organizations during the RFP process.

COORDINATION

City staff in the Economic and Workforce Development Department, as well as staff from the Public Works Agency routinely coordinate the removal of illegal dumping on City-owned properties. The City's Contracts and Compliance unit reviewed the RFP and proposals. The Office of the City Attorney assisted in preparation of the staff report and will assist in preparing the Contract.

SUSTAINABLE OPPORTUNITIES

Economic: Neighborhood conditions would be improved through regular property maintenance, making the area more attractive to current and prospective homeowners and businesses. Neighboring businesses would also benefit as their patronage would not be deterred from continual blight. Finally, clean, attractive sites would inspire developers to invest in East Oakland, contributing to the neighborhood's economic growth and stability.

Environmental: The physical upkeep of City-owned parcels contributes to the overall healthiness and vitality of East Oakland.

Social Equity: The physical upkeep of City-owned parcels contributes to the overall healthiness and vitality of East Oakland. Neighboring businesses and homeowners benefit from the general maintenance of these vacant sites. Regular maintenance and removal of blight should continue to attract investors and developers to Oakland.

2017 JUN 29 PM 12:50

OAKLAND CITY COUNCIL

William Miller
City Attorney

RESOLUTION NO. _____ C.M.S.

Introduced by Councilmember _____

A RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO NEGOTIATE, AND, WITHOUT RETURNING TO CITY COUNCIL, EXECUTE A CONTRACT WITH MEN OF VALOR ACADEMY FOR THREE YEARS WITH THREE OPTIONAL ONE YEAR EXTENSIONS IN AN AMOUNT NOT-TO-EXCEED FIVE HUNDRED THOUSAND DOLLARS (\$500,000.00) FOR ON-CALL PROPERTY MAINTENANCE SERVICES FOR MULTIPLE CITY-OWNED PARCELS PREDOMINANTLY IN EAST OAKLAND

WHEREAS, the City of Oakland Economic and Workforce Development Department (“EWD”) staff oversees the physical maintenance of certain properties owned by the City of Oakland (“City”) and the Oakland Redevelopment Successor Agency (“ORSA”); and

WHEREAS, in 2011, EWD staff obtained authorization for the City to execute a property maintenance contract with Men of Valor Academy (“MOVA”) to provide ongoing property maintenance services available on an on-call basis, which contract was amended three times in 2013, 2014, and 2016 (the “Original Contract”); and

WHEREAS, the amount of compensation set forth in the Original Contract has almost been exhausted and accordingly, the services authorized will likely end in the next few months; and

WHEREAS, in May 2017, EWD conducted a Request for Proposal (RFP) process seeking proposals for the ongoing property maintenance services needed after expiration of the Original Contract; and

WHEREAS, EWD staff received two proposals pursuant to the RFP process; and

WHEREAS, EWD staff reviewed the proposals and determined that MOVA was the more experienced firm and that MOVA’s response was the most responsive and cost effective proposal; and

WHEREAS, MOVA has met the City’s 50% Local/Small Local Business Enterprises (LBE/SLBE) Program requirements; and

WHEREAS, MOVA has been determined to be in compliance with the Equal Benefits Ordinance (EBO); and

WHEREAS, the City Council finds that the agreement shall not result in the loss of employment or salary by any person having permanent status in the competitive service; and

WHEREAS, funding for the new property maintenance contract is available from ORSA bond funds from three former redevelopment project areas; now, therefore be it

RESOLVED: That the City Council authorize the City Administrator to award, negotiate and, without returning to Council, execute a Professional Services Contract (“PSC”) with MOVA for on-call property maintenance services of properties predominantly in East Oakland owned by the City or ORSA; and be it

FURTHER RESOLVED: That the term of the PSC shall be for three (3) years with three City optional one-year extensions; and be it

FURTHER RESOLVED: That the total amount of the PSC (including for all extensions) shall be in an amount not-to-exceed Five Hundred Thousand Dollars (\$500,000); and be it

FURTHER RESOLVED: That the \$500,000 ORSA funds identified are available in Central City East Bond Funds (5643), Capital Improvement Program Central City East Organization (94899), in an account to be determined, Coliseum Bond Funds (5656), Capital Improvement Program Coliseum Organization (94859) in an account to be determined, Central District Bond Fund (5611), Capital Improvement Program Central District Organization (94889), Major Development Projects Account (1001068); and be it

FURTHER RESOLVED: That the City Administrator, or designee, is hereby authorized to approve any subsequent amendments to or extensions of said PSC with the exception of those related to an increase in total compensation or the allocation of funds, provided that such amendments or extensions shall be approved for form and legality by the City Attorney and a copy shall be kept on file with the City Clerk; and be it

FURTHER RESOLVED: That the PSC shall be approved for form and legality by the City Attorney, and a copy shall be kept on file with the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, _____, 2017

PASSED BY THE FOLLOWING VOTE:

AYES - BROOKS, CAMPBELL WASHINGTON, GALLO, GIBSON MCELHANEY, GUILLEN, KALB, KAPLAN AND PRESIDENT REID

NOES -

ABSENT -

ABSTENTION -

ATTEST: _____

LaTonda Simmons
City Clerk and Clerk of the Council
of the City of Oakland, California