

CITY OF OAKLAND
AGENDA REPORT

2007 APR 24 PM 5:29

TO: Office of the City Administrator
ATTN: Deborah Edgerly
FROM: Public Works Agency
DATE: April 24, 2007

RE: **Supplemental Report Providing the Deployment and Work Schedules of the Custodial Staff as Part of the Informational Report On Fiscal Year 2005-06 Performance Measure Results for the Public Works Agency**

SUMMARY

This supplemental report provides the deployment schedules for roving and stationary Custodial staff as requested during the March 27, 2007 Public Works Committee Meeting (Attachments 1 & 2).

FISCAL IMPACT

This report is informational and as such, does not have any fiscal impacts.

BACKGROUND

During the presentation of the Informational Report on Fiscal Year 2005-2006 Performance Measures for Group 5, Facilities Management and Maintenance, staff was directed by the Committee to submit a deployment schedule for the roving custodial staff.

SUSTAINABLE OPPORTUNITIES

There are no economic, environmental or social equity opportunities associated with the actions of this report.

DISABILITY AND SENIOR ACCESS

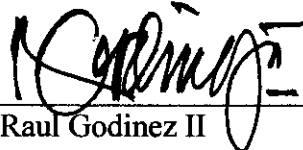
There are no disability and senior citizen access opportunities associated with the actions of this report.

Item: _____
Public Works Committee
April 24, 2007

ACTION REQUESTED OF THE CITY COUNCIL

This supplemental report is for informational purposes, therefore no action is requested.

Respectfully submitted,



Raul Godinez II
Public Works Agency Director

Reviewed by:
Brooke A. Levin, Assistant Director

Prepared by:
Derin Minor, Assistant Complex Manager
Facilities Services Department

APPROVED AND FORWARDED TO THE
PUBLIC WORKS COMMITTEE:



Cheyela Thompson
Office of the City Administrator

Attachments:

Attachment 1 – Custodial Routes Assignments

Item: _____
Public Works Committee
April 24, 2007

Attachment 1

Custodial Route Assignments - Monday-Friday, 5:30am-2:00pm

Each site on these routes are cleaned one time per day

Route 1

Recreation Centers - 1 FTE Custodian

Allendale, Brookdale, Discovery Center, F.M. Smith, Campbell Village, OPD Fruitvale Station

Description: This route covers four of the smaller recreation centers that do not require a stationary custodian and the OPD Fruitvale Station which is approximately 150 sq. ft. and takes 20 minutes per day to maintain.

Route 2

Enterprise Facilities - 1 FTE Custodian

Leona Lodge, Sequoia Arena, Joaquin Miller Community Center

Description: Enterprise Facilities in the Hill Area - the custodian assigned performs event set-up and breakdown at each of these sites. Detail cleaning and floor care at each these sites is performed by the assigned custodian as well as the day to day cleaning.

Route 3

Larger Facilities - 2 FTE Custodians

Redwood Heights, Shepard's Canyon, Rangers Station, North Oakland Sports Complex, McCrea Pond, Sequoia Arena, Redwood Glen, Joaquin Miller Lower Meadow, Fire Circle

Description: This assignment covers the facilities in the hill area and several stand-alone restrooms.

Route 4

Stand-Alone Restrooms - 2 FTE Custodians

Estuary Park, Sheffield Village, Verdese Carter, Otis Spunk Meyer, Oak Port, Willie Wilkins, Maxwell Park, San Antonio Park, Burkhalter Park, Snow Park, Pine Knoll, Rose Garden, Lafayette Square, Lowell Park, Willow Park, Raimondi Field, Central Reservoir, Lakeview Library Restrooms.

Description: This route consists of stand-alone restrooms at ball fields and parks. The size of these facilities range from 100 sq. ft. to 250 sq. ft.. Each site takes approximately 15-20 minutes to service. Sheffield Village and Verdese Carter are recreation centers assigned to this route.

Route 5

Pools/ Aquatics Centers – 3.0 PPT and 2.0 TPT Custodians

Year Round Pools: Lions, Temescal & Live Oak

Seasonal Pools: Fremont and Defremery

Description: Water quality functions are handled by two of the PPT Custodians. The cleaning of the pool houses and aquatics centers is performed by the third PPT and the 2.0 FTE / PT conversion employees. Although two of the pools are seasonal, water quality functions, vandalism, graffiti abatement and building maintenance are performed on a regular basis to preserve the condition of the pools and equipment.

Weekend Route - Saturday, Sunday & Holidays, 6:00am-2:30pm

Each site on this route is cleaned one time per day

Stand-Alone Restrooms – 2 TPT Custodians

Otis Spunk Meyer, Oak Port, Willie Wilkins, Arroyo Viejo, Maxwell Park, Dimond Park, San Antonio Park, Estuary Park, Burkhalter Park, Snow Park, Pine Knoll, Rose Garden, Lafayette Square, Lowell Park, Defremery Park, Willow Park, Raimondi Field, Central Reservoir, Lakeview Library Restrooms.

Description: This route consists of stand-alone restrooms at ball fields and parks. The sizes of the facilities range from 100 sq. ft. to 250 sq. ft. This cleaning is performed by two TPT custodians that work 8.0 hours per day Saturday, Sunday and Holidays.

Stationary Custodial Assignments

Recreation Centers: 8 FTE/ 1 PPT and 3.0 TPT Custodians

Fulltime Staffed Facilities

- Arroyo Viejo Rec. Center 1.0 FTE Custodian
- Bushrod Recreation Center 1.0 FTE Custodian
- Dimond Recreation Center 1.0 PPT Custodian
- Ira Jenkins Rec. Center 1.0 FTE Custodian
- Lincoln Rec. Center 1.0 FTE Custodian
- Poplar Rec. Center 1.0 FTE Custodian
- Rainbow Recreation 1.0 FTE Custodian
- Studio One Arts Center 1.0 FTE Custodian
- Tassafaronga Rec. Center 1.0 FTE Custodian

Part-time Staffed Facilities

- Carmen Flores Rec. Center .5 FTE Custodian
- Defremery Rec. Center .5 FTE Custodian
- Franklin Rec. Center .5 FTE Custodian
- Golden Gate Rec. Center .5 FTE Custodian
- Montclair Rec. Center .5 FTE Custodian
- Mosswood Rec. Center .5 FTE Custodian

Enterprise Facilities at Lake Merritt - 2 FTE Custodians/ 1.5 TPT Custodians

- Sailboat House
- Garden Center
- Rotary Nature Center
- Lake Area