



Agenda Item No: 1.c

PLACENTIA CITY COUNCIL AGENDA REPORT

Meeting Date: April 15, 2025

Submitted by: Samantha Byfield

From: Public Works

Subject:

Amendment No. 3 to Maintenance Service Agreement with Houston and Harris PCS, Inc., for Sewer Maintenance Services

Financial Impact:

Fiscal Impact:

Expense: \$246,437.98 Annual Contract Amount

Budget: \$246,497.98 FY25-26 Sewer Maintenance Fund (484356-6120)

Summary:

On May 4, 2021, the City Council awarded a Maintenance Services Agreement to Houston and Harris PCS, Inc. (Houston and Harris), for sewer maintenance services for three years for a cumulative not-to-exceed amount of \$592,066.95. On May 21, 2024, the City Council amended the agreement to extend the contract term another year and add \$217,091.22 to the contract not-to-exceed amount for the additional year of services. The current agreement is set to expire May 4, 2025. Staff recommends an amendment to extend the contract term one additional year and increase the contract not-to-exceed amount by \$246,437.98 to accommodate the additional year of services. The recommended actions will allow the City to have sufficient contractual authority for the remainder of the contract term. The contract costs for sewer maintenance services with Houston & Harris are included in the current Fiscal Year 2024-25 Operating Budget. The future cost of services will be proposed in the operating budgets for future fiscal years.

Recommendation:

Recommended Action: It is recommended that the City Council take the following actions to:

1. Approve Amendment No. 3 to the Maintenance Services Agreement with Houston and Harris PCS, Inc., for sewer maintenance services to extend the contract term by one year and increase the cumulative contract not-to-exceed amount by \$246,437.98 for a revised cumulative contract amount of \$1,055,596.15 for the entire contract term; and
2. Authorize the Interim City Administrator and/or his designee to execute all necessary documents, in a form approved by the City Attorney.

Strategic Plan Statement:

There is no specific strategic planning goal or objective associated with this agenda item.

Discussion:

On May 4, 2021, the City Council awarded a Maintenance Services Agreement to Houston and Harris for sewer maintenance services for a contract not-to-exceed amount of \$592,066.95. Contract amendment No. 2 was approved within the City Administrator's authority on August 24, 2023, which corrected agreement language clarifying the not-to-exceed amount. On May 21, 2024, the City Council approved Amendment No. 2 to extend the contract term one year through May 4, 2025, and increase the total contract not-to-exceed amount by \$217,091.22 for the additional year of services to a new contract not-to-exceed amount of \$809,158.17.

Houston and Harris has provided sewer maintenance services to Placentia for the past nine years and has done an exceptional job throughout the duration of their contracts. Additionally, Houston and Harris provides sewer maintenance services to several other Orange County Cities including the cities of Newport Beach, Orange, Santa Ana, and Buena Park. Based upon Houston and Harris's extensive experience and prior success in delivering these services to Placentia, Staff recommends extending the contract term one additional year to Houston and Harris for these services. Under Amendment No. 3, staff further recommends amending the contract to increase the cumulative not-to-exceed amount by \$246,437.982 to accommodate one additional year of service at the increased rate. The recommended actions will allow the City to have sufficient contractual authority for the remainder of the contract term. The contract costs for sewer maintenance services with Houston and Harris are included in the current Fiscal Year 2024-25 Operating Budget.

Fiscal Impact Summary:

The recommended actions will approve Amendment No. 3 to the Maintenance Services Agreement with Houston and Harris, increasing the total contract amount by \$246,437.98 for the remainder of the extended term, for a revised total not-to-exceed contract amount of \$1,055,596.15. Sufficient funds exist for the recommended actions. The future cost of the services will be proposed in the operating budgets for future fiscal years.

Attachments

[MSA Amendment No. 3- Houston & Harris](#)

[COI Houston Harris Insurance Exp 06.24.2025.pdf](#)