



## City Council Staff Report

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**Subject:** Four Star Building Maintenance Contract For Services

**Date:** September 24, 2024

**Submitted By:** Jeff Scanlon, Administrative Analyst  
Veronica Tracy, Parks and Recreation Director

**Department:** Parks and Recreation

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**Recommendation:**

Adopt a Resolution of the City Council of the City of Rocklin Approving and Authorizing the City Manager to Execute a Contract for Services with Four Star Building Maintenance for Parks Restroom Cleaning, Security, and Dog Park Trashing Services.

**Background:**

The City of Rocklin contracts out various maintenance services for its parks, including restroom cleaning, security services, and trash collection for the dog park. These services are essential to ensure the cleanliness, safety, and overall quality of public parks.

In accordance with the Rocklin Municipal Code (RMC), in March of this year staff solicited individual informal bids for each of these services. Four Star Building Maintenance provided the lowest bid for each service with the follow annual cost per service:

Parks Restroom Cleaning: \$43,836

Park Security: \$30,415

Dog Park Trashing: \$7,800

**TOTAL: \$82,051**

Following the bid submissions, staff negotiated additional service requirements for Fiscal Year (FY) 2024/25. While the services were not included in the original proposals, they were determined to be within the scope of the original informal bids, and for purposes of determining lowest price, were evaluated based on the bid pricing as presented in the respective bids submitted to the City. These additional services include:

- Increasing the frequency of Dog Park Trashing Services by 1 day per week;
- Adding Margaret Azevedo Park entrance gate to Security Services; and
- Including Quarry Park Amphitheater restrooms in Restroom Cleaning Services.

These adjustments have been incorporated into the contract amount, bringing the total contract cost to \$91,400.

Four Star Building Maintenance has demonstrated a strong track record of delivering high-quality services and reliability. The contract ensures that all required services, including the newly identified needs for FY 2024/25, are comprehensively covered.

Approval of this contract will allow the City to maintain high standards of cleanliness, security, and operational efficiency in its public parks. The recommended action will enable the City Manager to execute the necessary contract with Four Star Building Maintenance, ensuring that all services are delivered effectively. Staff recommends the City Council approve the contract with Four Star Building Maintenance.

**Fiscal Impact:**

The staff recommendation has no additional fiscal impact on the General Fund, as these expenditures have already been accounted for in the FY 2024/25 Operating Budget.

**ATTACHMENTS:**

1. [Resolution](#)
2. [Resolution Exhibit A - Contract for Services](#)