



Agenda Item No. \_\_\_\_\_

File Code No.

# CITY OF SANTA BARBARA

## COUNCIL AGENDA REPORT

### ITEM 7

**AGENDA DATE:** October 28, 2014

**TO:** Mayor and Councilmembers

**FROM:** Wastewater Division, Public Works Department

**SUBJECT:** Agreement For Fats, Oils, And Grease Inspection Services For Food Services Establishments

#### **RECOMMENDATION:**

That Council authorize the Public Works Director to execute a City Professional Services Agreement with the Wallace Group in the amount of \$111,563 for fats, oils, and grease inspection services for the City's food service establishments, and authorize the Public Works Director to approve expenditures of up to \$11,156 for extra services that may result from necessary changes in the scope of work.

#### **DISCUSSION:**

##### BACKGROUND

The City of Santa Barbara (City) has roughly 400 food service establishments (FSE) that conduct business. These establishments produce fats, oils, and grease (FOG), which can obstruct flow in pipes and eventually lead to sanitary sewer overflows (SSO). SSOs due to FOG buildup from FSEs have occurred multiple times per year in past years.

In order to reduce these occurrences, the City has established the FOG Management Program. Within this program, a City employee conducts routine FOG inspections that involve educating FSE employees about kitchen Best Management Practices (BMP) and inspecting Grease Removal Devices. The current City FOG inspection employee was recently promoted to this position, replacing an employee who retired at the end of Calendar Year 2013.

In an effort to develop a more effective FOG management program, staff recommends one additional year of professional consultant support to perform routine FOG inspections, train the newly-promoted City FOG inspection employee, and further develop the existing FOG Management Program.

## PROJECT DESCRIPTION

The work consists of inspecting FSEs and developing and maintaining the City's current FOG Management Program. Wallace Group will continue to provide these services for a one-year contract period, beginning in January, 2015. It is anticipated that City staff will assume full duties for the FOG Management Program by January 2016.

A Request for Proposals (RFP) was originally issued to five firms in 2013, and the City received three proposals. From the received proposals, staff selected Wallace Group because they best met the requirements of the RFP and provided competitive pricing.

## **BUDGET/FINANCIAL INFORMATION:**

This project was anticipated, and there are adequate funds in the Wastewater Fund for this work.

The Board of Water Commissioners was informed of this proposed contract at its October 2014 meeting.

**PREPARED BY:** Chris Toth, Wastewater System Manager/mh

**SUBMITTED BY:** Rebecca J. Bjork, Public Works Director

**APPROVED BY:** City Administrator's Office