SUBJECT: AGREEMENT WITH PORTERVILLE SHELTERED WORKSHOP FOR GRAFFITI REMOVAL SERVICES

SOURCE: Public Works Department - Field Services Division

COMMENT: Since 1996, Porterville Sheltered Workshop has provided graffiti removal services on behalf of the City of Porterville, as allowed by City Ordinance No. 1500. These services include painting, sandblasting, and chemical removal of graffiti on public and private property throughout the City. Services are provided under City Purchase Order Numbers 927733 and 949305, in accordance with the Welfare and Institutions Code Sections 19403 and 19404 and Government Code Section 53069.3.

In an effort to better define the responsibilities of each party, City staff and Porterville Sheltered Workshop have developed the attached Agreement for Graffiti Removal Services. This agreement includes current removal costs, authorizes an additional $465.00 per month administrative fee, and provides an additional reimbursement of $7.50 per 30 minute increment for removal of graffiti in high locations above 15 feet that are inaccessible except through the use of specialized equipment. This agreement has been reviewed and approved by Porterville Sheltered Workshop staff.

RECOMMENDATION: That the City Council approve the attached Agreement for Graffiti Removal Services and authorize the Mayor to sign the agreement.

ATTACHMENTS: Staff Report
Agreement for Graffiti Removal Services
Porterville Sheltered Workshop (PSW) has been providing graffiti removal services on behalf of the City for over seven years. The original agreement between the City and PSW was listed on City Purchase Order Numbers 927733 and 949305 and stated conditions for the work provided, including the cost per square foot of graffiti removed, and a per trip set-up charge. The square footage and per trip charges have increased and decreased several times since the original agreement, due to changes in operating costs.

Recently, PSW staff have requested clarification of several of the terms of the agreement, as well as the addition of a flat monthly administrative fee. As a result, staff developed an Agreement for Graffiti Removal Services. This agreement includes current removal costs, authorizes an additional $465.00 per month administrative fee, and provides an additional reimbursement of $7.50 per 30 minute increment for removal of graffiti in high locations above 15 feet that are inaccessible except through the use of specialized equipment. Additionally, PSW agrees to continue to be responsible for the maintenance of the Graffiti Hotline, and securing written authorization from property owners before graffiti removal from private property.

Since the original agreement with PSW, the City has seen a significant increase in the amount of graffiti requiring removal. From fiscal year 97/98 to 2001/2002, total square footage of graffiti removed rose 246%, to more than 148,500 square feet per year. Porterville Sheltered Workshop has always based their charges for graffiti removal on the cost of materials and the removal crew. Administrative costs (including obtaining and tracking authorizations, maintaining the Graffiti Hotline, and data compilation) have been absorbed by PSW. However, due to the consistent increases in staff time required to support the graffiti removal program, PSW staff estimate the monthly cost of administrative services to be approximately $465.00 and are requesting the addition of a flat monthly fee to cover these expenses.

Based on current expenditures and anticipated costs throughout the current fiscal year, there are sufficient funds in the Solid Waste budget to accommodate the additional $465.00 per month expenditure for administrative costs.
AGREEMENT BETWEEN
THE CITY OF PORTERVILLE
AND
PORTERVILLE SHELTERED WORKSHOP
FOR GRAFFITI REMOVAL SERVICES

SCOPE OF WORK:

Removal of graffiti from any permanent structure within the City which is visible from a street or other
public or private property, in accordance with City Ordinance No. 1500. Graffiti removal services are
provided by the Porterville Sheltered Workshop in accordance with Welfare and Institutions Code
Sections 19403 and 19404 and Government Code Section 53069.3. This agreement is effective upon
execution by both parties and shall remain in effect until 30 days after receipt of written notification to
terminate by either party.

THE CITY OF PORTERVILLE AGREES:

1. That removal of graffiti from City owned property including street signs and signal boxes is not
   included under this agreement
2. That one color of paint (beige) may be used on any appropriate structure unless the property
   owner provides custom paint
3. To provide payment for graffiti removal services on a monthly basis as follows:
   a. Administrative Costs -- $465.00 per month flat fee
   b. Painting -- $18.00 per location includes 125 sq ft, $0.14 per sq ft over 125
   c. Sandblasting -- $18.00 per location includes 30 sq ft, $0.57 per sq ft over 30
   d. Sandblast Residual Removal -- $9.00 per location, $15.60 per trip to refill water tanks
   e. “Graffiti X” Remover -- $18.00 per location
   f. Removal on Locations above 15 feet -- $7.50 per 30 minute increment
4. To provide Certificate of Insurance listing Porterville Sheltered Workshop as additionally insured

PORTERVILLE SHELTERED WORKSHOP AGREES TO:

1. To remove graffiti within 72 hours of notification
2. Obtain written authorization from private property owners
3. Maintain the “Graffiti Hotline” telephone number for reporting graffiti locations
4. Provide monthly billing detailing date of removal, location, square footage, and removal method
5. Furnish all paint and materials necessary for removal
6. Provide staff and transportation necessary for graffiti removal
7. Provide weekly worksheets to Police Department liaison listing date and location of removal

CITY OF PORTERVILLE

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Gordon T. Woods, Mayor

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Ron Killingsworth, Dir. of Marketing

PORTERVILLE SHELTERED WORKSHOP

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Date

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Date