




## MEMORANDUM

**TO:** Pat Thomas, Director of Public Works

**FROM:** Rodney Tidwell, Maintenance Manager – PW Streets 

**DATE:** November 1, 2021

**SUBJECT:** Monthly Activity Report for October 2021

**CC:** Amer Attar, Engineering Manager, Capital Improvements  
Ron Moreno, Principal Civil Engineer – Land Development  
Nick Minicilli, Senior Civil Engineer – Traffic Division  
Julie Tarrant, Senior Management Analyst – Capital Improvements  
Tammy Petricka, Administrative Asst. – Public Works  
Anissa Sharp, Office Specialist II – Traffic Division  
Jenny McConville, Senior Office Specialist – Public Works

---

Attached please find the Monthly Activity Report for the Month of October 2021

The attached spreadsheets detail the maintenance activities and related costs completed by both in-house crews and maintenance contractors.

**Attachments:**

Monthly Activity Report Street Maintenance Division  
Street Maintenance Contractors Detail Report  
Contracted Maintenance Work Completed  
Graffiti Removal Chart

# MEMORANDUM

**TO:** Patrick Thomas, Director of Public Works/City Engineer  
**FROM:** Rodney Tidwell, Maintenance Manager  
**DATE:** November 1, 2021  
**SUBJECT:** Monthly Activity Report – October 2021



The Street Maintenance Division performed the following activities for the month of **October 2021**:

I.	SIGNS	
A.	Total signs replaced	<u>81</u>
B.	Total signs installed	<u>0</u>
C.	Total signs repaired	<u>9</u>
D.	Banners Replaced	<u>136</u>
II.	TREES	
A.	Total trees trimmed for sight distance and street sweeping concerns	<u>3</u>
III.	ASPHALT REPAIRS	
A.	Total square feet of A. C. repairs	<u>1255</u>
B.	Total Tons	<u>18</u>
IV.	CATCH BASINS	
A.	Total catch basins cleaned	<u>282</u>
B.	Down Spouts	<u>4</u>
C.	Under sidewalks	<u>71</u>
D.	Bowls	<u>0</u>
V.	RIGHT-OF-WAY WEED ABATEMENT	
A.	Total square footage for right-of-way abatement	<u>0</u>
VI.	GRAFFITI REMOVAL	
A.	Total locations	<u>24</u>
B.	Total S.F.	<u>1568</u>
VII.	STENCILING	
A.	<u>0</u> New and Repainted Legends	
B.	<u>1</u> L.F. of new and repainted red curb and striping	
C.	<u>3328</u> Bull Nose – L.F.	
D.	<u>29</u> Thermal Plastic	
E.	<u>0</u> RPMs Installed	

City Maintenance staff responded to 102 service order requests ranging from weed abatement, tree trimming, sign repair, HVAC failures, litter removal, and catch basin cleanings. This is compared to 63 service order requests for the month of **September 2021**.

City Maintenance staff also responded to 6 service order requests for street light outages and maintenance. This is compared to 11 street light-related service order requests for the month of **September 2021**.

The Maintenance Crew put in 64 hours of overtime, which includes stand-by time, special events and response to street emergencies.

The total cost for Street Maintenance performed by external contractors for the month of **October 2021** was \$ 241,357.37; compared to \$ 95,152.00 for the month of **September 2021**.

<b><u>Account No. 5401</u></b>	<b><u>\$</u></b>	
<b><u>Account No. 5402</u></b>	<b><u>\$</u></b>	<b><u>1,269.00</u></b>
<b><u>Account No. 999-5401</u></b>	<b><u>\$</u></b>	
<b><u>Account No. 999-5402</u></b>	<b><u>\$</u></b>	<b><u>42,250.00</u></b>
<b><u>Account No. 999-5410</u></b>	<b><u>\$</u></b>	<b><u>197,838.37</u></b>

**Electronic Copies:**

Pat Thomas, City Engineer  
Amer Attar, Engineering Manager  
Ron Moreno, Principal Civil Engineer  
Rodney Tidwell, Maintenance Manager  
Julie Tarrant, Sr. Management Analyst  
Nick Minicilli, Senior Civil Engineer  
Tammy Petricka, Administrative Assistant  
Anissa Sharp, Office Specialist II  
Jenny McConville, Senior Office Specialist

Director of Public Works  
Capital Improvements  
Land Development  
Public Works  
Capital Improvements  
Traffic Division  
Public Works  
Land Development  
Public Works

## STREET MAINTENANCE CONTRACTORS

The following contractors have performed the following projects for the month of **October 2021**

<u>DATE ACCOUNT</u>	<u>STREET/CHANNEL/BRIDGE</u>	<u>DESCRIPTION OF WORK</u>	<u>TOTAL COST SIZE</u>
<u>CONTRACTOR: West Coast Arborists, Inc.</u>			
Date: 10/15/2021 # 178497	Citywide	Annual ROW tree trimming	
		TOTAL COST	\$1,144.00
Date: 10/31/2021 # 179052	Citywide	Annual ROW tree trimming	
		TOTAL COST	\$1,155.00
Date: #			
		TOTAL COST	
Date: #			
		TOTAL COST	
<u>CONTRACTOR: NPG Asphalt, Inc.</u>			
Date: 9/29/2021 # 1120260	Rainbow Canyon Road	Removed and replaced damaged asphalt	
		TOTAL COST	\$42,280.00
Date: #			
		TOTAL COST	
<u>CONTRACTOR: Pacific Striping</u>			
Date: 10/11/2021 # 33	Citywide	Biannual citywide traffic striping	
		TOTAL COST	\$197,838.37
Date: #			
		TOTAL COST	
	<u>TOTAL COST FOR ACCOUNT #5401</u> \$		
	<u>TOTAL COST FOR ACCOUNT #5402</u> \$ 1,269.00		
	<u>TOTAL COST FOR ACCOUNT #99-5410</u> \$ 197,838.37		
	<u>TOTAL COST FOR ACCOUNT #99-5402</u> \$ 42,250.00		

**DEPARTMENT OF PUBLIC WORKS  
MONTHLY ACTIVITY REPORT  
STREET MAINTENANCE DIVISION  
FISCAL YEAR 2021 - 2022**

Date Submitted: November 1, 2021  
Submitted By: Patrick Thomas  
Prepared By: Rodney Tidwell

2ND QUARTER		Oct-21		Nov-21		Dec-21		FISCAL YEAR TO DATE		TOTAL COST FOR LAST FISCAL YEAR
SCOPE OF WORK	Unit Cost	WORK COMPLETED	COST	WORK COMPLETED	COST	WORK COMPLETED	COST	WORK COMPLETED	COST	
<b>ASPHALT CONCRETE:</b>										
Square Footage:	\$3.47	1,255	\$ 4,354.85		\$ -		\$ -	2,355	\$ 15,195.13	\$ -
Tons:		18						41		
Parking Lot Slurry Seal Square Footage:										
Gallons:										
<b>PORTLAND CEMENT CONCRETE:</b>										
Square Footage:	\$3.47	0	\$ -		\$ -		\$ -	0	\$ -	\$ -
PCC Yards:								0		\$ -
<b>STENCILING:</b>										
Red curb & Striping (linear feet):	\$0.11	1	\$ 0.11		\$ -		\$ -	8,277	\$ 3,542.44	\$ -
New & Repainted Legends (each):	\$9.00	0	\$ -		\$ -		\$ -	891	\$ 18,954.00	\$ -
Bull Noses (linear feet):	\$0.11	3,328	\$ 366.08		\$ -		\$ -	9,473	\$ 1,042.03	\$ -
Raised Pavement Markers-RPM's (each):		0						4		
Thermo Plastic Legends (each):		29						30		
<b>SIGNS &amp; BANNERS:</b>										
No. of Signs <b>REPLACED:</b>	\$28.31	81	\$ 2,293.11		\$ -			106	\$ 3,538.75	\$ -
Material (cost per sign):	\$50.00		\$ 4,050.00		\$ -				\$ 6,250.00	\$ -
No. of Signs <b>INSTALLED:</b>	\$28.31	0	\$ -		\$ -			4	\$ 820.99	\$ -
Material (cost per sign):	\$50.00		\$ -		\$ -				\$ 1,450.00	\$ -
No. of Signs <b>REPAIRED:</b>	\$28.31	9	\$ 254.79		\$ -			28	\$ 2,632.83	\$ -
Material (cost per sign):	\$50.00		\$ 450.00		\$ -				\$ 4,650.00	\$ -
No. of <b>BANNERS</b> installed:	\$28.31	136	\$ 3,850.16		\$ -			149	\$ 4,303.12	\$ -
			\$ -		\$ -		\$ -	0	\$ -	\$ -
<b>GRAFFITI REMOVAL:</b>										
No. of Locations:		24						46		
Square Footage:		1,568						3,511		
<b>DRAINAGE FACILITIES CLEANED:</b>										
Catch Basins:	\$28.31	282	\$ 7,983.42		\$ -		\$ -	455	\$ 19,420.66	\$ -
Down Drains (down spouts):	\$28.31	4	\$ 113.24		\$ -		\$ -	4	\$ 113.24	\$ -
Under sidewalk Drains:	\$28.31	71	\$ 2,010.01		\$ -		\$ -	71	\$ 2,010.01	\$ -
Detention Basins (bowls):	\$28.31	0	\$ -		\$ -		\$ -	0	\$ -	\$ -
Bridge Deck Drains:	\$28.31		\$ -		\$ -		\$ -		\$ -	
Channels:	\$28.31				\$ -		\$ -		\$ -	
<b>TREES:</b>										
No. of Trees Trimmed:	\$28.31	3	\$ 84.93		\$ -		\$ -	41	\$ 1,755.22	\$ -
<b>R.O.W. WEED ABATEMENT:</b>										
Area Abated (square feet):	\$0.090	0	\$ -		\$ -	0	\$ -	250	\$ 2,102.40	\$ -
The Street Maintenance Division also responds to service requests for a variety of other reasons, the total number of Service Order Requests, some of which include work reported above is reported monthly.										
<b>SERVICE ORDER REQUESTS</b>										
No. of SOR's:		102						174		
Personnel assigned to the Street Maintenance Division are on-call and respond to after hours emergencies or support City sponsored special events										
Overtime Hours:	\$39.59	64	\$ 2,533.76		\$ -		\$ -	166	\$ 11,718.64	\$ -
<b>TOTALS:</b>			\$28,344.46		\$0.00		\$0.00	26,076	\$99,499.46	\$ -

**CITY OF TEMECULA  
DEPARTMENT OF PUBLIC WORKS STREET MAINTENANCE DIVISION  
GRAFFITI REMOVAL  
FISCAL YEAR 2021 - 2022**

Month	Number of Calls	Square Footage
Jul	22	1,943
Aug	37	2,985
Sep	27	1,232
Oct	24	1,568
Nov		
Dec		
Jan		
Feb		
Mar		
Apr		
May		
Jun		
Totals	110	7,728

