MEMORANDUM

TO: Pat Thomas, Director of Public Works

FROM: Rodney Tidwell, Maintenance Manager – PW Streets RT

DATE: March 1, 2020

SUBJECT: Monthly Activity Report for February 2020

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

Attached please find the Monthly Activity Report for the Month of February 2020

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: March 1, 2020

SUBJECT: Monthly Activity Report – February 2020

The following activities were performed by the Street Maintenance Division in-house personnel for the month of **February 2020**

I. SIGNS

A.	Total signs replaced	55
B.	Total signs installed	27
C.	Total signs repaired	31
D.	Banners Replaced	1

II. TREES

A.	Total trees trimmed for sight distance and street sweeping concerns	11

III. ASPHALT REPAIRS

A.	Total square feet of A. C. repairs	1,593
B.	Total Tons	21.25

IV. CATCH BASINS

A.	Total catch basins cleaned	60
B.	Down Spouts	0
C.	Under sidewalks	0
D.	Bowls	0

V. RIGHT-OF-WAY WEED ABATEMENT

A.	Total square footage for right-of-way abatement	500

VI. GRAFFITI REMOVAL

A.	Total locations	19
B.	Total S.F.	1,762

VII. STENCILING

A. 76 New and Repainted Legends

B. 31,420 L.F. of new and repainted red curb and striping

C. 0 Bull Nose – L.F.

D. 0 Thermal Plastic

E. 34 RPMs Installed

Also, City Maintenance staff responded to **56** service order requests ranging from weed abatement, tree trimming, sign repair, A.C. failures, litter removal, and catch basin cleanings. This is compared to **66** service order requests for the month of **January 2020**

The Maintenance Crew has also put in **49** hours of overtime which includes standby time, special events and response to street emergencies.

The total cost for Street Maintenance performed by Contractors for the month of **February 2020** was **$26,423.05** compared to **$88,335.45** for the month of **January 2020**

Account No. 5401	**$**
Account No. 5402	**$17,888.05**
Account No. 999-5401	**$**
Account No. 999-5402	**$**
Account No. 190.201.999.5248	**$8,535.00**

Electronic Copies:

Pat Thomas, City Engineer	-	Director of Public Works
Amer Attar, Principal Civil Engineer	-	Capital Improvements
Ron Moreno, Senior Civil Engineer	-	Land Development
Rodney Tidwell, Maintenance Manager	-	Public Works
Julie Tarrant, Sr. Management Analyst	-	Capital Improvements
Ali Shahzad, Senior Civil Engineer	-	Traffic Division
Tammy Petricka, Administrative Asst.	-	Public Works
Anissa Sharp, Office Specialist II	-	Traffic Division
Jenny McConville, Office Specialist II	-	Public Works

STREET MAINTENANCE CONTRACTORS

The following contractors have performed the following projects for the month of February 2020

DATE ACCOUNT	STREET/CHANNEL/BRIDGE	DESCRIPTION OF WORK	TOTAL COST SIZE
CONTRACTOR: West Coast Arborists, Inc.			
Date: 1/30/2020 # 157620	City Wide	Annual ROW Tree Trimming Program	
		TOTAL COST	**$3,097.50**
Date: 1/30/2020 # 157245	City Wide	Annual ROW Tree Trimming Program	
		TOTAL COST	**$2,314.55**
Date: #			
		TOTAL COST	
Date: #			
		TOTAL COST	
CONTRACTOR: Miko Mountainlion, Inc.			
Date: 2/12/2020 # 1183-38	Avenida De Missions	Replaced damaged guard rail	
		TOTAL COST	**$12,476.00**
Date: #			
		TOTAL COST	
CONTRACTOR: Rene's Commercial Management			
Date: 2/25/2020 # 02-20	Temecula Creek	Homeless Encampment Clean-up	
		TOTAL COST	**$8,535.00**
		TOTAL COST	

TOTAL COST ACCOUNT #5401 $

TOTAL COST ACCOUNT #5402 $17,888.05

TOTAL COST ACCOUNT #99-5401 $

TOTAL COST ACCOUNT #99-5402 $

TOTAL COST ACCOUNT #190.201.999.5248 $8,535.00

DEPARTMENT OF PUBLIC WORKS
MONTHLY ACTIVITY REPORT

FISCAL YEAR 2019 - 2020

Date Submitted: March 1, 2020
Submitted By: Patrick Thomas
Prepared By: Rodney Tidwell

3RD QUARTER		Jan-20		Feb-20		Mar-20		FISCAL YEAR TO DATE		
SCOPE OF WORK	Unit Cost	WORK COMPLETED	COST	WORK COMPLETED	COST	WORK COMPLETED	COST	WORK COMPLETED	COST	TOTAL COST FOR LAST FISCAL YEAR 18/19 3rdQuarter
ASPHALT REPAIRS:										
Square Footage:	$2.97	1,146	$ 3,403.62	1,593	$ 4,731.21		$ -	27,086	$ 24,380.73	$ -
Tons:		16		2,125				2,253.5		
Parking Lot Slurry Seal Square Footage:										
Gallons:										
PORTLAND CEMENT CONCRETE:										
Square Footage:	$2.97		$ -		$ -		$ -	0	$ -	$ -
PCC Yards:								0		
STENCILING:										
Red curb & Striping (linear feet):	$0.07	1,484	$ 103.88	31,420	$ 2,199.40		$ -	68,420	$ 4,789.40	$ -
New & Repainted Legends (each):	$8.00	38	$ 304.00	76	$ 608.00		$ -	1,754	$ 14,032.00	$ -
Bull Noses (linear feet):	$0.07	0	$ -	0	$ -		$ -	6,327	$ 442.89	$ -
Raised Pavement Markers-RPM's (each):		0		34				82		
Thermo Plastic Legends (each):		0		0				0		
SIGNS & BANNERS										
No. of Signs **REPLACED**:	$26.39	42	$ 1,108.38	55	$ 1,451.45		$ -	442	$ 10,186.54	$ -
Material (cost per sign):	$50.00		$ 2,100.00		$ 2,750.00		$ -		$ 19,300.00	$ -
No. of Signs **INSTALLED**:	$26.39	31	$ 818.09	27	$ 712.53		$ -	132	$ 3,457.09	$ -
Material (cost per sign):	$50.00		$ 1,550.00		$ 1,350.00		$ -		$ 6,550.00	$ -
No. of Signs **REPAIRED**:	$26.39	79	$ 2,084.81	31	$ 818.09		$ -	283	$ 6,254.43	$ -
Material (cost per sign):	$50.00		$ 3,950.00		$ 1,550.00		$ -		$ 11,850.00	$ -
No. of **BANNERS** installed:	$26.39	176	$ 4,644.64	1	$ 26.39		$ -	402	$ 9,605.96	$ -
Christmas **Wreaths** installed:	$26.39		$ -		$ -		$ -	0	$ -	$ -
GRAFFITI REMOVAL										
No. of Locations:		55		19				256		0
Square Footage:		4,298		1,762				21,051		0
DRAINAGE FACILITIES CLEANED										
Catch Basins:	$26.39	49	$ 1,293.11	60	$ 1,583.40		$ -	494	$ 14,831.18	$ -
Down Drains:	$26.39	0	$ -	0	$ -		$ -	6	$ 158.34	$ -
Under sidewalk Drains	$26.39	1	$ 26.39	0	$ -		$ -	310	$ 8,180.90	$ -
Detention Basins:	$26.39	0	$ -	0	$ -		$ -	0	$ -	$ -
Bridge Deck Drains:	$26.39	0	$ -	0	$ -		$ -	0	$ -	
TREES TRIMMED										
No. of Trees Trimmed:	$26.39	8	$ 211.12	11	$ 290.29		$ -	247	$ 6,518.33	$ -
R.O.W. WEED ABATEMENT										
Area Abated (square feet):	$0.034	0	$ -	500	$ 17.00	0	$ -	3,675	$ 124.95	$ -
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.										
SERVICE ORDER REQUESTS										
No. of SOR's:		66		26				276		
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	59.0	$ 2,335.81	49.0	$ 1,939.91		$ -	805	$ 31,869.95	
TOTALS:			$ 23,933.85	37,789	$ 17,811.27	0	$ -	134,302	$ 172,532.69	$0.00

CITY OF TEMECULA
DEPARTMENT OF PUBLIC WORKS STREET MAINTENANCE DIVISION
GRAFFITI REMOVAL
FISCAL YEAR 2019 - 2020

Month	Number of Calls	Square Footage
Jul	33	1,807
Aug	24	3,210
Sept	23	1,872
Oct	39	3,148
Nov	21	1,887
Dec	42	3,067
Jan	55	4,298
Feb	19	1,762
Mar		
Apr		
May		
Jun		
Totals	256	21,051