



MEMORANDUM

TO: Pat Thomas, Director of Public Works

FROM: Rodney Tidwell, Maintenance Manager – PW Streets 

DATE: October 1, 2020

SUBJECT: Monthly Activity Report for September 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 September 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: October 1, 2020
SUBJECT: Monthly Activity Report – September 2020



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

I.	SIGNS	
A.	Total signs replaced	<u>19</u>
B.	Total signs installed	<u>4</u>
C.	Total signs repaired	<u>21</u>
D.	Banners Replaced	<u>16</u>
II.	TREES	
A.	Total trees trimmed for sight distance and street sweeping concerns	<u>9</u>
III.	ASPHALT REPAIRS	
A.	Total square feet of A. C. repairs	<u>992</u>
B.	Total Tons	<u>21.5</u>
IV.	CATCH BASINS	
A.	Total catch basins cleaned	<u>17</u>
B.	Down Spouts	<u>0</u>
C.	Under sidewalks	<u>1</u>
D.	Bowls	<u>0</u>
V.	RIGHT-OF-WAY WEED ABATEMENT	
A.	Total square footage for right-of-way abatement	<u>3060</u>
VI.	GRAFFITI REMOVAL	
A.	Total locations	<u>54</u>
B.	Total S.F.	<u>2969</u>
VII.	STENCILING	
A.	<u>265</u> New and Repainted Legends	
B.	<u>1065</u> L.F. of new and repainted red curb and striping	
C.	<u>0</u> Bull Nose – L.F.	
D.	<u>22</u> Thermal Plastic	
E.	<u>0</u> RPMs Installed	

VIII. STREET LIGHTS

A. Total street lights repaired

7

Also, City Maintenance staff responded to 88 service order requests ranging from weed abatement, tree trimming, sign repair, A.C. failures, litter removal, and catch basin cleanings. This is compared to 49 service order requests for the month of **August 2020**.

City Maintenance staff responded to 7 service order requests for street light outages and maintenance. This is compared to 13 street light-related service order requests for the month of **August 2020**.

The Maintenance Crew has also put in 68 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 **September 2020** was \$ 212,950.76 compared to \$ 44,941.10 for the month of **August 2020**.

<u>Account No. 5401</u>	<u>\$</u>
<u>Account No. 5402</u>	<u>\$ 27,867.20</u>
<u>Account No. 999-5401</u>	<u>\$</u>
<u>Account No. 999-5402</u>	<u>\$</u>
<u>Account No. 999-5410</u>	<u>\$ 185,083.56</u>

Electronic Copies:

Pat Thomas, City Engineer	- Director of Public Works
Amer Attar, Principal Civil Engineer	- Capital Improvements
Ron Moreno, Senior Civil Engineer	- Land Development
Ali Shahzad, Senior Civil Engineer	- Traffic Division
Rodney Tidwell, Maintenance Manager	- Public Works
Julie Tarrant, Sr. Management Analyst	- Capital Improvements
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 **September 2020**

DATE ACCOUNT	STREET/CHANNEL/BRIDGE	DESCRIPTION OF WORK	TOTAL COST SIZE
CONTRACTOR: WCA (West Coast Arborists, Inc)			
Date: 8-31-20 # 164133	Citywide	Annual ROW tree trimming	
		TOTAL COST	4,725.15
Date: 9-30-20 # 163105	Citywide	Annual ROW tree trimming	
		TOTAL COST	15,086.05
Date: #			
		TOTAL COST	
Date: #			
		TOTAL COST	
CONTRACTOR: Miko Mountainlion, Inc.			
Date: 9-16-20 # 1183-53	Rainbow Canyon Rd	Replaced damaged guardrail	
		TOTAL COST	8,056.00
Date: #			
		TOTAL COST	
CONTRACTOR: Pacific Striping, Inc			
Date: 9-26-20 # 29	Citywide	Bi-annual striping	
		TOTAL COST	185,083.56
Date: #			
		TOTAL COST	
	TOTAL COST ACCOUNT #5401 \$		
	TOTAL COST ACCOUNT #5402 \$ 27,867.20		
	TOTAL COST ACCOUNT #99-5401 \$		
	TOTAL COST ACCOUNT #99-5410 \$ 185,083.56		

DEPARTMENT OF PUBLIC WORKS
MONTHLY ACTIVITY REPORT
STREET MAINTENANCE DIVISION
FISCAL YEAR 2020 - 2021

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

1ST QUARTER		Jul-20		Aug-20		Sep-20		FISCAL YEAR TO DATE		TOTAL COST FOR LAST FISCAL YEAR 1st Quarter
SCOPE OF WORK	Unit Cost	WORK COMPLETED	COST	WORK COMPLETED	COST	WORK COMPLETED	COST	WORK COMPLETED	COST	
ASPHALT REPAIRS	Square Footage: Tons: Parking Lot Slurry Seal Square Footage: Gallons:	2,170 25	\$ 6,444.90	222 0	\$ 659.34	0 0	\$ -	2,392 25	\$ 7,104.24	\$ 2,705.67
PORTLAND CEMENT CONCRETE	Square Footage: PCC Yards:	0 0	\$ -	0 0	\$ -	0 0	\$ -	0 0	\$ -	
STENCILING	Red curb & Striping (linear feet): New & Repainted Legends (each): Bull Noses (linear feet): Raised Pavement Markers-RPM's (each): Thermo Plastic Legends (each):	132 421 0 0 18	\$ 9.24 \$ 3,368.00 \$ - \$ - \$ -	150 318 0 0 0	\$ 10.50 \$ 2,544.00 \$ - \$ - \$ -	0 0 0 0 0	\$ - \$ - \$ - \$ - \$ -	282 739 0 0 18	\$ 19.74 \$ 5,912.00 \$ - \$ 0 \$ 18	\$ 94.64 \$ 12,128.00 \$ - \$ 47 \$ 0
SIGNS & BANNERS	No. of Signs REPLACED: Material (cost per sign): No. of Signs INSTALLED: Material (cost per sign): No. of Signs REPAIRED: Material (cost per sign): No. of BANNERS installed:	30 36 32 6	\$ 791.70 \$ 1,500.00 \$ 950.04 \$ 1,800.00 \$ 844.48 \$ 1,600.00 \$ 158.34	45 19 15 147	\$ 1,187.55 \$ 2,250.00 \$ 501.41 \$ 950.00 \$ 395.85 \$ 750.00 \$ 3,879.33	19 4 21 16	\$ 501.41 \$ 950.00 \$ 105.56 \$ 200.00 \$ 554.19 \$ 1,050.00 \$ 422.24	94 59 68 169	\$ 2,480.66 \$ 4,700.00 \$ 1,557.01 \$ 2,950.00 \$ 1,794.52 \$ 3,400.00 \$ 4,459.91	\$ 4,275.18 \$ 8,100.00 \$ 1,557.01 \$ 2,950.00 \$ 2,058.42 \$ 3,900.00 \$ 3,958.50
GRAFFITI REMOVAL	Christmas Wreaths installed: No. of Locations: Square Footage:	0 36 3,526	\$ - \$ - \$ -	0 22 1,380	\$ - \$ - \$ -	0 54 2,969	\$ - \$ - \$ -	0 112 7,875	\$ - \$ - \$ -	\$ -
DRAINAGE FACILITIES CLEANED	Catch Basins: Down Drains: Under sidewalk Drains Detention Basins/Bowls: Bridge Deck Drains:	6 0 0 0 0	\$ 158.34 \$ - \$ - \$ - \$ -	9 0 0 0 0	\$ 237.51 \$ - \$ - \$ - \$ -	17 0 1 0 0	\$ 448.63 \$ - \$ 26.39 \$ - \$ -	32	\$ 844.48 \$ - \$ 26.39 \$ - \$ -	\$ 1,794.52
TREES TRIMMED	No. of Trees Trimmed:	3	\$ 79.17	8	\$ 211.12	9	\$ 237.51	20	\$ 527.80	\$ 4,248.79
R.O.W. WEED ABATEMENT	Area Abated (square feet):	0	\$ -	250	\$ 8.50	3,060	\$ 104.04	3,310	\$ 112.54	\$ 27.20
The Street Maintenance Division also responds to service requests. The total number of Service Order Requests, some of which include work reported above, is reported monthly.										
SERVICE ORDER REQUESTS	No. of SOR's:	70		49		88		207		
Personnel assigned to the Street Maintenance Division are on-call and respond to after hours emergencies or to support City-sponsored special events.										
Overtime Hours:		113	\$ 4,473.67	59	\$ 2,335.81	68	\$ 2,692.12	240	\$ 9,501.60	\$ 14,331.58
TOTALS:		6,624	\$ 22,177.88	2,693	\$ 15,920.92	6,326	\$ 6,739.42	15,642	\$ 45,390.89	\$ 62,129.51

CITY OF TEMECULA
DEPARTMENT OF PUBLIC WORKS STREET MAINTENANCE DIVISION
GRAFFITI REMOVAL
FISCAL YEAR 2020 - 2021

Month	Number of Calls	Square Footage
Jul	36	3,526
Aug	22	1,380
Sept	54	2,969
Oct		
Nov		
Dec		
Jan		
Feb		
Mar		
Apr		
May		
Jun		
Totals	112	7,875

