



MEMORANDUM

TO: Pat Thomas, Director of Public Works

FROM: Rodney Tidwell, Maintenance Manager – PW Streets 

DATE: November 1, 2020

SUBJECT: Monthly Activity Report for October 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 October 2020

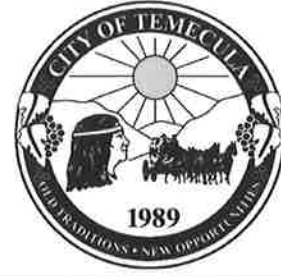
The attached spreadsheets detail the maintenance activities and related costs completed by both in-house crews and maintenance contractors.

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: November 1, 2020
SUBJECT: Monthly Activity Report – October 2020



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

I.	SIGNS	
A.	Total signs replaced	<u>44</u>
B.	Total signs installed	<u>19</u>
C.	Total signs repaired	<u>18</u>
D.	Banners Replaced	<u>0</u>
II.	TREES	
A.	Total trees trimmed for sight distance and street sweeping concerns	<u>14</u>
III.	ASPHALT REPAIRS	
A.	Total square feet of A. C. repairs	<u>1394</u>
B.	Total Tons	<u>17.5</u>
IV.	CATCH BASINS	
A.	Total catch basins cleaned	<u>67</u>
B.	Down Spouts	<u>0</u>
C.	Under sidewalks	<u>180</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>22</u>
B.	Total S.F.	<u>1171</u>
VII.	STENCILING	
A.	<u>119</u> New and Repainted Legends	
B.	<u>415</u> L.F. of new and repainted red curb and striping	
C.	<u>0</u> Bull Nose – L.F.	
D.	<u>0</u> Thermal Plastic	
E.	<u>0</u> RPMs Installed	

VIII. STREET LIGHTS

A. Total street lights repaired

6

Also, City Maintenance staff responded to 73 service order requests ranging from weed abatement, tree trimming, sign repair, A.C. failures, litter removal, and catch basin cleanings. This is compared to 88 service order requests for the month of **September 2020**.

City Maintenance staff responded to 9 service order requests for street light outages and maintenance. This is compared to 7 street light-related service order requests for the month of **September 2020**.

The Maintenance Crew has also put in 62 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 **October 2020** was \$ 23,913.30 compared to \$ 212,950.76 for the month of **September 2020**.

Account No. 5401 \$ _____

Account No. 5402 \$ 23,913.30

Account No. 999-5401 \$ _____

Account No. 999-5402 \$ _____

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 **October 2020**

<u>DATE ACCOUNT</u>	<u>STREET/CHANNEL/BRIDGE</u>	<u>DESCRIPTION OF WORK</u>	<u>TOTAL COST SIZE</u>
<u>CONTRACTOR:</u> West Coast Arborists, INC			
Date: 10-15-20 # 164737	CITYWIDE	Annual ROW tree trimming	
		TOTAL COST	14,663.30
Date: #			
		TOTAL COST	
Date: #			
		TOTAL COST	
Date: #			
		TOTAL COST	
<u>CONTRACTOR:</u> Rene's Commercial Management			
Date: 10-22-20 # 49-20	CITYWIDE	Annual channel spraying	
		TOTAL COST	9,250.00
Date: #			
		TOTAL COST	
<u>CONTRACTOR:</u>			
Date: #			
		TOTAL COST	
Date: #			
		TOTAL COST	
	<u>TOTAL COST ACCOUNT #5401</u> \$ _____ <u>TOTAL COST ACCOUNT #5402</u> \$ 23,913.30 <u>TOTAL COST ACCOUNT #99-5401</u> \$ _____ <u>TOTAL COST ACCOUNT #99-5402</u> \$ _____		

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

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

2ND QUARTER		Oct-20		Nov-20		Dec-20		FISCAL YEAR TO DATE		TOTAL COST FOR LAST FISCAL YEAR 2nd Quarter
SCOPE OF WORK	Unit Cost	WORK COMPLETED	COST	WORK COMPLETED	COST	WORK COMPLETED	COST	WORK COMPLETED	COST	
ASPHALT REPAIRS										
Square Footage:	\$2.97	1,394	\$ 4,140.18	0	\$ -	0	\$ -	3,786	\$ 11,244.42	\$38,134.80
Tons:		17.5		0		0		43		
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	415	\$ 29.05	0	\$ -	0	\$ -	697	\$ 48.79	\$3,641.89
New & Repainted Legends (each):	\$8.00	119	\$ 952.00	0	\$ -	0	\$ -	858	\$ 6,864.00	\$15,320.00
Bull Noses (linear feet):	\$0.07	0	\$ -	0	\$ -	0	\$ -	0	\$ -	\$ 25.90
Raised Pavement Markers-RPM's (each):		0		0		0		0		
Thermo Plastic Legends (each):		0		0		0		18		
SIGNS & BANNERS										
No. of Signs REPLACED:	\$26.39	44	\$ 1,161.16	0	\$ -	0	\$ -	138	\$ 3,641.82	\$ 8,075.34
Material (cost per sign):	\$50.00		\$ 2,200.00		\$ -		\$ -		\$ 6,900.00	\$15,300.00
No. of Signs INSTALLED:	\$26.39	19	\$ 501.41	0	\$ -	0	\$ -	78	\$ 2,058.42	\$ 3,984.89
Material (cost per sign):	\$50.00		\$ 950.00		\$ -		\$ -		\$ 3,900.00	\$ 7,550.00
No. of Signs REPAIRED:	\$26.39	18	\$ 475.02	0	\$ -	0	\$ -	86	\$ 2,269.54	\$ 4,380.74
Material (cost per sign):	\$50.00		\$ 900.00		\$ -		\$ -		\$ 4,300.00	\$ 8,300.00
No. of BANNERS installed:	\$26.39	0	\$ -	0	\$ -	0	\$ -	169	\$ 4,459.91	\$ 6,307.21
Christmas Wreaths installed:	\$26.39		\$ -		\$ -		\$ -	0	\$ -	\$ -
GRAFFITI REMOVAL										
No. of Locations:		22		0		0		134		
Square Footage:		1,715		0		0		9,590		
DRAINAGE FACILITIES CLEANED										
Catch Basins:	\$26.39	67	\$ 1,768.13	0	\$ -	0	\$ -	99	\$ 2,612.61	\$ 9,315.67
Down Drains:	\$26.39	0	\$ -	0	\$ -	0	\$ -	0	\$ -	\$ -
Under sidewalk Drains:	\$26.39	180	\$ 4,750.20	0	\$ -	0	\$ -	180	\$ 4,776.59	\$ 1,608.79
Detention Basins/Bowls:	\$26.39	0	\$ -	0	\$ -	0	\$ -	0	\$ -	\$ -
Bridge Deck Drains:	\$26.39		\$ -		\$ -		\$ -		\$ -	\$ 79.17
TREES TRIMMED										
No. of Trees Trimmed:	\$26.39	14	\$ 369.46	0	\$ -	0	\$ -	34	\$ 897.26	\$ 7,600.32
R.O.W. WEED ABATEMENT										
Area Abated (square feet):	\$0.034	0	\$ -	0	\$ -	0	\$ -	3,310	\$ 112.54	\$ 400.01
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:		73		0		0		280		
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:	\$39.59	62	\$ 2,454.58	0	\$ -	0.0	\$ -	302	\$ 11,956.18	\$ 23,278.92
TOTALS:			\$20,651.19		\$8.00		\$0.00	19,802	\$66,042.08	\$ 153,304.65

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	22	1,715
Nov		
Dec		
Jan		
Feb		
Mar		
Apr		
May		
Jun		
Totals	134	9,590

