


CITY COUNCIL ACTION REQUEST

DEPARTMENT(S) Finance	CEQA Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	COORDINATION City Attorney's Office; City Manager's Budget Office; Parks, Recreation, and Neighborhood Services Department	Director Approval /s/ Maria Öberg
COUNCIL DISTRICT(S) Citywide			CMO Approval  3/24/25

SUBJECT: Actions Related to the Purchase Order with Santa Cruz Mountains Trail Stewardship for Bike Park Repairs, Maintenance, and Training Services

RECOMMENDATION

Adopt a resolution authorizing the City Manager or her designee to exercise up to six one-year options to extend the term of the purchase order with Santa Cruz Mountains Trail Stewardship (Santa Cruz, CA) for bike park repairs, maintenance, and training services, with the last option ending on or about August 11, 2031, subject to the appropriation of funds.

BASIS FOR RECOMMENDATION

During the winter storms of late 2022 and early 2023, the Action Sports Park at Lake Cunningham experienced significant damage due to large amounts of rainfall. This damage created operational and safety issues that led to the closure of some bike park sections. The Parks, Recreation, and Neighborhood Services Department requires the services of bike park construction professionals to renovate and repair damaged sections of the park, develop a sustainable maintenance plan, and provide training to staff for ongoing maintenance. These services will help facilitate the reopening of the bike park for the community.

In May 2024, a competitive Request for Bids was released by the Finance Department to procure these services. The Request for Bids provisioned for a one-year initial term and an additional six one-year options for the City to extend the term. Two responsive bids were submitted, and no protests were received. None of the bidders applied for the City's local or small business preference. Staff awarded to Santa Cruz Mountains Trail Stewardship as the lowest priced, responsive, and responsible bidder pursuant to the bidding procedures of the San José Municipal Code, Section 4.12.310B(1). Purchase orders have been executed under the City Manager's authority limit for services contracts. City Council approval is now required for continuity of services for the remainder of the option periods. The option period for August 12, 2025 to August 11, 2026 is projected to be in the amount \$100,000 and future options will be subject to appropriation. Approval of this recommendation ensures the City receives these essential services with minimal impact to operations.

COMMISSION RECOMMENDATION AND INPUT

No commission recommendation or input associated with this action.

COST AND FUNDING SOURCE

The recommended action relating to this purchase order of \$100,000 is funded by the Lake Cunningham Bike Park Soil Stabilization and the Lake Cunningham Bike Park Reconstruction appropriations in the Lake Cunningham Fund.

FOR QUESTIONS CONTACT: Albie Udom, Deputy Director of Finance - Purchasing and Risk Management, at Albie.Udom@sanjoseca.gov.