



REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2604
www. CityofSacramento.org

CONSENT
April 21, 2009

Honorable Mayor and
Members of the City Council

Title: Informal Agreements Exceeding \$100,000: Saenz Landscape Construction Company

Location/Council District: Citywide

Recommendation: Receive and File.

Contact: J.P. Tindell, Park Planning and Development Manager, 808-1955

Presenters: Not applicable

Department: Parks and Recreation

Division: Park Planning & Development Services

Organization No: 19001121

Description/Analysis

Issue: The City Council should be notified when a person has been awarded informal agreements with an aggregate dollar amount of \$100,000 or greater during any fiscal year if such agreements have not been approved by the governing body. Based on API #48, Section 3, competitive bids are not required when selecting a contractor for projects under \$25,000; departments are encouraged to utilize Master Services Lists for routine services for financial efficiency.

The Department of Parks and Recreation has acquired the following construction services from Saenz Landscape Construction Company in FY08:

Capital Improvement Program (CIP)	Project	Date	Contract Amount
L19196000	Mama Marks Park	08.19.2008	\$8,880.00
L19911000	Robert T. Matsui Park	09.30.2008	\$5,310.00
L19113000	Del Paso Park Disc Golf	10.20.2008	\$9,416.00
L19148000	Peregrine Park, Phase 1	11.18.2008	\$8,657.00
L19122100	Granite Regional Park Landscape Improvements	11.18.2008	\$18,757.00
L19157000	Seymour Park Improvements	11.26.2008	\$9,388.00
L19162102	Southside Park Sign	02.04.2009	\$2,570.00
L19148000	Peregrine Park, Phase 2	02.26.2009	\$15,769.00
L19100100	24 th Street Bypass Park, Ph. 2	03.10.2009	\$13,872.00
TOTAL			\$92,619.00

Policy Considerations: Providing parks and recreation facilities is consistent with the City's strategic plan to enhance livability in Sacramento's neighborhoods by expanding park, recreation, and trail facilities throughout the City.

Committee/Commission Action: Not applicable.

Environmental Considerations:

California Environmental Quality Act (CEQA): This report concerns administrative activities that will not have a significant effect on the environment, and does not constitute a "project" as defined by the CEQA [CEQA Guidelines Sections 15061(b)(3); 15378(b)(2)].

Sustainability Considerations: Not applicable.

Rationale for Recommendation: This report has been prepared in order to notify the City Council of all aggregate purchases over \$100,000. This is in accordance with City Auditor recommendations. Although amounts of all of the individual contracts are below \$100,000, the aggregate amount of services provided by Saenz Landscape Construction Company is anticipated to exceed \$100,000 in FY08-09. Staff projections are that this company may do another \$75,000 to \$100,000 in small projects that are less than \$25,000 and do not require competitive bidding in FY08-09.

Financial Considerations: No new funds are requested. Each of the CIP projects listed in the table contains adequate funds necessary to complete each agreement.

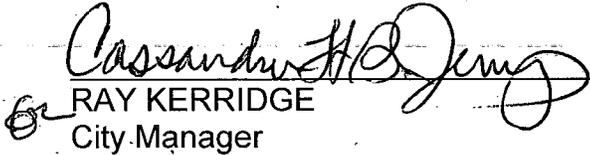
Emerging Small Business Development (ESBD): The selection of Landscape Architect consultants and contractors for each of the projects listed in the table followed City established guidelines for inclusion of ESBD firms. Saenz Landscape Construction Company is a local landscape construction firm and is small business certified.

Respectfully Submitted by:



JAMES L. COMBS
Director, Parks and Recreation

Recommendation Approved:



RAY KERRIDGE
City Manager

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