

Meeting Date: 3/12/2013

Report Type: Consent

Report ID: 2013-00230



Title: Contract: Payment of Outstanding Invoices for Fence Rentals

Location: Citywide

Issue: The Housing and Dangerous Buildings Division has an ongoing need to secure structures and provide fencing when a property is not in compliance with City Code and public safety requires the property to be secured until remediation of the violation(s) is attained.

Recommendation: Pass a motion authorizing the payment of outstanding invoices to Gray Construction Services for securement services in the amount of \$22,686.42 and L&M Fence Rental for fencing services in the amount of \$7,959.85.

Contact: Ron O' Connor, Operations Manager, (916) 808-8183, Community Development Department

Presenter: Ron O' Connor, Operations Manager, (916) 808-8183, Community Development Department

Department: Community Development Dept

Division: Housing & Dangerous Buildings

Dept ID: 21001311

Attachments:

1-Description/Analysis

2-Background

City Attorney Review

Approved as to Form
Steve Itagaki
3/5/2013 5:20:02 PM

City Treasurer Review

Reviewed for Impact on Cash and Debt
Janelle Gray
2/26/2013 12:15:37 PM

Approvals/Acknowledgements

Department Director or Designee: Max Fernandez - 2/28/2013 8:56:27 AM



Description/Analysis:

Issue Detail: The Housing and Dangerous Buildings Division has an ongoing need to secure structures and provide fencing when a property is not in compliance with City Code and public safety requires the property to be secured until remediation of the violation(s) is attained. While the City currently has competitively-bid contracts in place with Gray Construction Services (Agreement 2013-0034, effective January 13, 2013) and L&L Fence Rental (Agreement 2013-0027, effective January 1, 2013), the City placed work orders near the termination date of their prior contracts that exceeded the prior contract amounts.

Because the services were rendered in order to meet public health and safety codes, staff recommends the Council authorize payment of the outstanding invoices to Gray Construction Services in the amount of \$22,686.42 and L&M Fence Rental in the amount of amount of \$7,959.85.

Department staff has established a more defined process to monitor work orders and invoice payments for all future service activities.

Policy Considerations: The recommendations in this report are in accordance with the provisions of the Sacramento City Code, Title 3.

Environmental Considerations: Under Section 15378(b)(2) of the California Environmental Quality Act (CEQA) Guidelines, CEQA review is not required for continuing administrative or maintenance activities, such as purchases for supplies.

Rationale for Recommendation: The Housing and Dangerous Buildings Division of the Community Development Department must protect the public by ensuring that health and safety codes are met. To achieve this level of enforcement, it is necessary for staff to immediately request for services to provide the ability to secure structures that have openings as well as fencing off areas temporarily while certain actions are being taken.

Financial Considerations: Sufficient funds have been budgeted and are available in the Community Development's operating budget to pay the outstanding invoices.

Emerging Small Business Development (ESBD): This project is exempt from CEQA because it does not have the potential for causing a significant effect on the environment. (CEQA Guidelines §15061(b)(3).



Background

The Housing and Dangerous Buildings Unit had two contracts in place for services; Gray Securement Services (Contract #2012-0009, which expired January 12, 2013) and L&M Fence Rental (Contract #2009-0439, which expired December 31, 2012). City staff continued to request services with both Gray Construction services and L&M Fence Rental in order meet ongoing securement services, not realizing that the contract dollar authority had been exceeded.

In anticipation of pending new contracts, and knowing that their previous contract was still in effect, the City placed calls for service with Gray Construction and L&M Fence Rental in order to ensure public health and safety. Gray Construction provided securement services for a total amount of \$22,686.42 and L&M Fence Rental provided temporary fencing services for a total amount of \$7,959.85. These orders were filled at the unit prices specified in the contract that remained in effect through the end of their respective contract termination dates.

Because these orders were placed by the City, services were rendered in order to meet public health and safety codes, and the City has had uninterrupted securement service contracts with both Gray Construction and L&M Fence Rental for over 5 years, staff recommends that the City Council authorize the payment of the outstanding invoices to Gray Construction and L&M for the total amount of \$30,646.27.

Staff has determined alternate ways to improve the monitoring of purchase orders and contract balances.