



REPORT TO COUNCIL City of Sacramento

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

INFORMATION
November 9, 2006

Honorable Mayor and
Members of the City Council

Title: Report Back: Department of General Services Emergency Contracts

Location/Council District: Citywide

Recommendation: Receive and file information regarding the emergency contracts let by the Department of General Services during the period April 25, 2006 through September 30, 2006.

Contacts: Cynthia Kranc, Facilities Manager, 808-2258

Presenters: Not Applicable

Department: General Services

Division: Facilities & Real Property Management

Organization No: 3289

Description/Analysis

Issue: This report provides information to City Council about emergency contracts (Exhibit A) let by the Department of General Services under City Manager authority, as required by Sacramento City Code Chapter 3.60. This report includes emergency contracts let by the department from April 25, 2006 through September 30, 2006.

Policy Considerations: This action is consistent with Sacramento City Code Chapter 3.60, and the City Auditor's recommendation contained in the internal audit report on the bidding and contract process examination of the Department of General Services dated April 25, 2006, to notify City Council of any emergency contracts.

Commission/Committee Action: Not Applicable

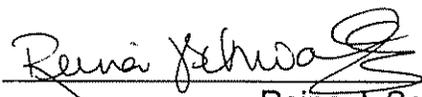
Environmental Considerations: The Environmental Services Manager has determined that the report back regarding emergency contracts let by the Department of General Services is exempt from the requirements of the California Environmental Quality Act (CEQA), pursuant to Section 15061(b)(3) of the CEQA guidelines. Exemption 15061(b)(3) consists of an activity covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

Rationale for Recommendation: For City Council information only.

Financial Considerations: Funding for the emergency contracts identified in this report is provided from capital improvement projects or department operating budgets. Of the thirteen emergency contracts listed in Exhibit A, ten are funded by the Department of General Services operating budget, one is funded by the Department of Parks and Recreation operating budget, and two are funded by capital improvement projects. The funding source and dollar amount for each emergency contract is identified in the list provided in Exhibit A.

Emerging Small Business Development (ESBD): Four of the thirteen emergency contracts identified in this report were let to ESBD certified companies, for a percentage of 30%.

Respectfully Submitted by: 
Cynthia Kranc
Facilities Manager

Approved by: 
Reina J. Schwartz
Director, Department of General Services

Recommendation Approved:

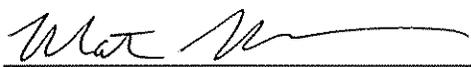

Ray Kerridge
City Manager

Table of Contents:

	Report	Pgs	1-3
Attachments			
1	Background Information	Pg	4
2	Exhibit A – List of Emergency Contracts	Pg	5

BACKGROUND INFORMATION

On April 25, 2006 the City Auditor recommended in the internal audit report on the bidding and contract process examination of the Department of General Services that the department report emergency contracts to City Council, as required by Sacramento City Code Chapter 3.60. It is the intention of the department to comply with that recommendation by reporting to City Council on emergency contracts let under City Manager authority as soon as possible after the end of each quarter of the fiscal year.

According to City Code 3.60.070, the City Manager is authorized to negotiate and contract for public projects without advertising for bids when public interest and necessity demand immediate action, repair or replacement to safeguard life, health, or property, to permit the continued conduct of city operations or services, or to mitigate further damage.

This report covers emergency contracts let by the Department of General Services under City Manager authority from April 25, 2006 through September 30, 2006.

Exhibit A

**Department of General Services
Emergency Contracts under City Manager Authority
April 25, 2006 – September 30, 2006**

Date Approved	Contract No.	Contractor	Project Description	Funding		ESBD
				\$	Source	
5/17/06	2006-176	On-Line Heating & Air Conditioning	Fire Station #16 HVAC renewal and duct replacement	18,900	CIP: CE21*	No
5/17/06	2006-162	Carrier Commercial Service	Fire Station #19 HVAC renewal and duct replacement	18,152	Dept of Gen Serv	No
6/8/06	2006-191	Vortex Industries, Inc.	Gate repair at 911 facility	326	Dept of Gen Serv	No
6/8/06	2006-203	Sierra Cedar Corp.	General contracting services for Camp Sacramento	24,500	Dept of Gen Serv	No
6/23/06	2006-230	Guardian Environmental, Inc.	Sewage discharge clean up at Camp Sacramento	19,145	Dept of Gen Serv	No
6/27/06	2006-872	Blackburn Consulting	Subsoil investigation at Garden Highway	25,904	Dept of Parks & Rec	Yes
7/7/06	Pending	Amerigas	Police radio emergency generator propane tank	2,500	Dept of Gen Serv	No
7/10/06	2006-219	Express Plumbing	Main sewer line at Camp Sacramento	13,470	Dept of Gen Serv	No
7/20/06	2006-274	American Chiller Service	Chiller repair at Central Library	30,202	Dept of Gen Serv	Yes
8/7/06	Pending	A&P Floor Company	Hagginwood auditorium flooring	17,999	Dept of Gen Serv	No
8/31/06	Pending	Elmer's Portable Welding, Inc.	Garbage dumpster railing at 24 th St Corp Yard	15,000	Dept of Gen Serv	Yes
9/26/06	Pending	Analytical Planning Services, Inc.	Hart Senior Center construction management project	25,760	CIP: C195**	Yes
9/29/06	Pending	Integra Realty Resources	300 Richards Blvd appraisal	10,000	Dept of Gen Serv	No

*CIP: CE21 – City Facility Deferred Maintenance

**CIP: C195 – Ethel MacLeod Hart Senior Center