



# REPORT TO COUNCIL

## City of Sacramento

915 I Street, Sacramento, CA 95814-2604  
[www. CityofSacramento.org](http://www.CityofSacramento.org)

CONSENT

November 21, 2006

Honorable Mayor and  
 Members of the City Council

**Title:** On-Call Construction Inspector List for Park Projects

**Location/Council District:** Citywide

**Recommendation:** Adopt a **Resolution:** 1) authorizing the City Manager to contract with the firms on the On-Call Construction Inspector List for Park Projects, Freitas Associates and James Bacchini and Associates, for a cumulative total not to exceed \$200,000 per consultant for the remainder of FY06-07, \$160,000 per consultant for FY07-08, and \$70,000 per consultant for July – December 2008.

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

**Presenters:** Not applicable

**Department:** Parks and Recreation

**Division:** Park Planning, Design & Development

**Organization No:** 4727

### Description/Analysis

**Issue:** Resolution 2006-415 approved the On-Call Construction Inspector List for Park Projects and authorized the City Manager to contract with the firms on the On-Call Construction Inspector List to provide construction inspection services for park projects with budgets up to \$1,500,000 from June 8, 2006 to December 31, 2008.

When the On-Call Construction Inspector List for Park Projects (List) was approved, no limits on contract services were established. Since the list was approved by City Council in June 2006, contracts with those firms on the list have cumulatively exceeded \$100,000; ten contracts have been negotiated for inspection services totalling \$190,700.



Staff is in the process of hiring a Construction Inspector III and expects to have the position filled before year's end. It is the Department of Parks and Recreation's expectation that the reliance upon the construction inspector list will decrease once the new position is filled.

Further background information about the list is provided in Attachment 1 (page 4).

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

**Committee/Commission Action:** Not applicable.

**Environmental Considerations:** This is "not a project" as defined by Section 15378 of the California Environmental Quality Act Guidelines. The recommended action involves no physical construction and has no potential to cause a significant impact to the environment.

**Rationale for Recommendation:** To comply with the City Auditor's recommendations in his April 2006 report to the City Council (recommendation 2.0, increasing departmental oversight), to ensure compliance with City Code, and to conform to prudent business practices, the Department is setting dollar amount limits on the contract services provided by consultants through the List. Based on the projected schedule of park projects for this fiscal year, staff requests that the City Council approve contract services with those on the List (based on negotiated contracts) not to exceed a total of \$200,000 per consultant through the remainder of FY06-07, \$160,000 per consultant for FY07-08, and \$70,000 per consultant for July – December 2008. Should a firm exceed the limits per consultant as set forth above, staff will return to the City Council for approval of additional contract services. Each construction inspection contract awarded will be covered under a professional services agreement. Projects are to be equitably rotated based upon the standards required and skills necessary for inspection of each park as well as the lowest bid proposal.

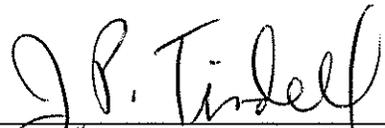
**Financial Considerations:** The costs expended under the service agreements will be funded through each park project's Capital Improvement Program (CIP) budget. Until a Construction Inspector III is hired for the Department of Parks and Recreation, the Department will continue to need park construction inspection services.

Consultants may have multiple assignments. Typical park projects range in budget size from \$75,000 to \$1,500,000. Construction inspection contracts have ranged from \$9,000 to

\$28,800 since the List was approved. Consultant services agreements will be negotiated individually with the inspection firm appropriate for the park site based on the size and complexity of the project.

**Emerging Small Business Development (ESBD):** The selection of consultants for this list follows City established guidelines for inclusion of ESBD firms. Both consultants on the existing list participate as ESBE firms.

Respectfully Submitted by:

  
CASSANDRA H. B. JENNINGS  
Assistant City Manager

Recommendation Approved:

  
RAY KERRIDGE  
City Manager

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**Attachment 1****Background Information**

The On-Call Construction Inspector List for Park Projects provides the Department of Parks and Recreation a Council-approved list of park construction inspection consultants who are able to inspect park projects throughout the City. Construction inspectors for park projects are more specialized than building inspectors; not only do they need to have building and public use inspection experience, but they also need to be specialized in inspecting irrigation and in planting materials. Construction inspectors for park projects ensure that the City's park construction plans and specifications are being met, ensuring a quality product is delivered to the City.

On March 8, 2006, a *Request for Qualifications (RFQ)* was issued by the Department of Parks and Recreation for on-call construction inspectors for park projects. The document was advertised as required by the City. The City received ten proposals and three firms were interviewed. Two firms, Freitas Associates and James Bacchini and Associates, were selected as each firm has strengths the City would be able to utilize; these firms were selected to comprise the On-Call Park Construction Inspector list for park projects based on their qualifications and ability to provide services in a timely manner. Both of these consultants participate as Emerging Small Business Enterprises (ESBE).

Park construction inspection projects assigned to consultants will require an agreement to be approved with each project. The costs expended under the service agreements will be funded through each park project's budget. Consultants may have multiple assignments; construction projects would typically range in budget size from \$75,000 to \$1,500,000. Consultant services agreements will be negotiated individually with the inspection firm appropriate for the park site based on the size and complexity of the project. Construction inspection contracts have ranged from \$9,000 to \$28,800 since the On-Call Construction Inspector List for Park Projects was approved.

It is the intention of the Department that the work of each construction inspector remains balanced and equitable (in budget and complexity) based upon the standards required and skills necessary for inspection of each park as monitored by park project managers and staff.

The On-Call Park Construction Inspection consultants will be contracted with on an "as needed" basis to augment existing City staff for a maximum of two and one-half years (June 8, 2006 – December 31, 2008). The City is currently recruiting for one full-time Construction Inspector III; once the full-time inspector is hired, the total number of park projects needing inspection over the course of one year is estimated to be 12-30 projects. Time required on the job will vary based on project size, complexity, and need.

**RESOLUTION NO. 2006-**

Adopted by the Sacramento City Council

November 21, 2006

**ON-CALL CONSTRUCTION INSPECTOR LIST FOR PARK PROJECTS**

**BACKGROUND**

- A. The introduction of an On-Call Construction Inspector List for Park Projects allows staff to respond to the increasing workload of park development projects throughout the City.
- B. Resolution No. 2006-415 approved the On-Call Construction Inspector List for Park Projects and authorized the City Manager to contract with the firms on the On-Call Construction Inspector List to provide construction inspection services for park projects with budgets up to \$1,500,000 from June 8, 2006 to December 31, 2008.
- C. It is in the City's interest to ensure projects are built to City standards.
- D. To comply with the City Auditor's recommendations in his April 2006 report to the City Council, to ensure compliance with City Code, and to conform to prudent business practices, the Department is setting dollar amount limits on the contract services provided by project management firms through the On-Call Construction Inspector list for Park Projects.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:**

- Section 1. The City Manager is authorized to contract with the firms on the On-Call Construction Inspector List for Park Projects, Freitas Associates and James Bacchini and Associates, for a cumulative total not to exceed \$200,000 per consultant for the remainder of FY06-07, \$160,000 per consultant for FY07-08, and \$70,000 per consultant for July – December 2008.