



City of Rialto

Legislation Details (With Text)

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On agenda: 12/12/2017 **Final action:**

Title: Request City Council to Approve an Increase to Purchase Order No. 2018-0725 with Law Office of Kathy M. Gandara in the Amount of \$13,350 for a Total of \$28,350 to Cover Additional Costs Associated with Personnel Investigative Services.

Sponsors: Finance Department

Indexes:

Code sections:

Attachments: 1. Budget - Gandara, Kathy, 2. Scope of Services - K. Gandara

Date	Ver.	Action By	Action	Result
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For City Council Meeting December 12, 2017

TO: Honorable Mayor and City Council

APPROVAL: Michael Story, City Administrator

FROM: Lucy M Garcia, Director of Human Resources & Risk Management

Request City Council to Approve an Increase to Purchase Order No. 2018-0725 with Law Office of Kathy M. Gandara in the Amount of \$13,350 for a Total of \$28,350 to Cover Additional Costs Associated with Personnel Investigative Services.

BACKGROUND:

On September 26, 2017 an Attorney-Client Agreement was entered into and signed between the City of Rialto and the Law Office of Kathy M. Gandara to provide independent personnel investigative services related to employee grievances.

ANALYSIS/DISCUSSION:

Due to the nature of the current investigation, an increase in time and expense will be incurred for additional interviews and related costs such as preparation for the interviews, travel, summaries of interviews, and preparation of the final investigative report. A copy of the Scope of Services and Proposed Budget is attached for reference. Staff is recommending increasing Purchase Order No. 2018-0725 by \$13,350 for a total of \$28,350.

ENVIRONMENTAL IMPACT:

Not a "Project" as defined by the California Environmental Quality Act (CEQA). Pursuant to Section 15378(a), a "Project" means the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment. According to Section 15378(b), a "Project" does not include: (5) Organizational or

administrative activities of governments that will not result in direct or indirect physical changes in the environment.

GENERAL PLAN CONSISTENCY:

This action is consistent with Guiding Principle 3A in the General Plan:

Our City government will lead by example, and will operate in an open, transparent, and responsive manner that meets the needs of the citizens and is a good place to do business.

LEGAL REVIEW:

The City Attorney has reviewed and approved the staff report.

FINANCIAL IMPACT:

Funding in the amount of \$13,350 is budgeted and available in the General Liability Fund, Account No. 730-500-2148-2010.

LICENSING

A Business license application and payment of a Business License tax at the Professional Service rate in the amount of \$79 will be paid by the vendor.

RECOMMENDATION:

Staff recommends that the City Council approve the increase to Purchase Order No. 2018-0725 with the Law Office of Kathy M. Gandara in the amount of \$13,350 for a total of \$28,350 for personnel investigative services.