



City of Rialto

Legislation Text

File #: 18-012, **Version:** 1

For City Council Meeting [January 23, 2018]

TO: Honorable Mayor and City Council

APPROVAL: Robb R. Steel, Interim City Administrator

FROM: Robert G. Eisenbeisz, P.E., Public Works Director/City Engineer

Request City Council to Authorize an Increase to the Purchase Order with Barr Door for General Door Repairs in the amount of \$10,000 for a total amount of \$25,000 for Fiscal Year 2017-2018.

BACKGROUND:

Throughout the year, the Public Works Department responds to door repair requests from all City Departments. These requests range from small doors to large overhead roll up doors, including automatic doors and fences.

In Summer of FY2017/2018, the City experienced an increased amount of door repairs due to vandalism at Bud Bender Park, Frisbie Park, and Jerry Eves Park for a total combined amount of \$18,069.69.

ANALYSIS/DISCUSSION:

The current purchase order for Barr Door Repair has a maximum limit of \$15,000 for general door repairs. A high volume of service calls encountered this year has required repair work with Barr Door, mainly due to vandalism at the City Parks. In order to address the possible need for future door repairs during the remainder of the fiscal year, staff is requesting an increase to the purchase order amount by an additional \$10,000, for a new total amount of \$25,000 for FY 2017-18 to cover the potential costs.

ENVIRONMENTAL IMPACT: The requested action is 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 this staff report.

FINANCIAL IMPACT:

The City funds all door repair costs through existing budgets established for the respective program or capital improvement project. The increase to the purchase order with Barr Door in the amount of \$10,000 will be charged to the Park Maintenance Internal Service Fund Accounts No. 010-500-7304-2011 for \$10,000.

LICENSING

The vendor will submit a Business License application and pay a Business License tax at the Professional Service rate in the amount of \$104.00 prior to execution of the Contract.

RECOMMENDATION:

Staff recommends that the City Council authorize an increase to the Purchase Order with Barr Door for general door repairs in the amount of \$10,000 for a total amount of \$25,000 for Fiscal Year 2017-2018.