



City of Rialto

Legislation Text

File #: 18-505, **Version:** 1

For City Council Meeting June 12, 2018

TO: Honorable Mayor and City Council

APPROVAL: Robb R. Steel, Interim 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 the Law Office of Kathy M. Gandara in the Amount of \$25,000 for a Total of \$74,500 to Cover Additional Costs Associated with Personnel Investigative Services.

(ACTION)

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. On March 13, 2018, City Council approved an increase to the Purchase Order to cover ongoing costs incurred to a total not to exceed \$49,500.

ANALYSIS/DISCUSSION:

Due to the nature of the current investigations, which have evolved into a broader scope of work than originally anticipated, an increase in time and expense will be incurred for additional interviews and related costs such as preparation for interviews, summaries of interviews, travel expenses, and preparation of the final investigative reports. Staff is recommending increasing Purchase Order No. 2018-0725 by \$25,000 for a total not to exceed \$74,500.

ENVIRONMENTAL IMPACT:

Not a "Project" as defined in 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:

Operating Budget Impact

Funding in the amount of \$25,000 is budgeted and available in the General Liability Fund, Account No. 730-500-2148-2010.

Capital Improvement Budget Impact

There is no capital improvement budget impact.

Licensing

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

RECOMMENDATION:

Staff recommends that the City Council approve an increase to Purchase Order No. 2018-0725 with the Law Office of Kathy M. Gandara in the amount of \$25,000 for a total of \$74,500 for personnel investigative services.