



# City of Rialto

## Legislation Text

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**File #:** 18-483, **Version:** 1

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For City Council Meeting [June 12, 2018]

TO: Honorable Mayor and City Council

APPROVAL: Robb R. Steel, Interim City Administrator

Request City Council to Approve Second Amendment with Brett Carlson to increase its Purchase Order by from \$30,000 to \$49,500, an increase of \$19,500 for Fiscal Year 2017/18 and extend for one year.

### **BACKGROUND:**

On July 25, 2017, the City Council approved a First Amendment to the Professional Services Agreement with Brett Carlson Construction for Abatement Services related to Code Enforcement actions, which included board ups, clean ups, and weed abatement services when needed for the amount of \$30,000 for fiscal year 2017/18.

### **ANALYSIS/DISCUSSION:**

The Development Services Department requests an increase to the contract authorization for Brett Carlson to provide services to the Code Enforcement Division to provide Board-up/Abatement services to the city.

### **ENVIRONMENTAL IMPACT:**

The requested City Council 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 reviewed and approved the staff report.

### **FINANCIAL IMPACT:**

Operating Budget Impact

Staff will transfer funds from General Fund Account No 010-500-4261-2011 to 010-500-4295-2011 for

the supplement to the Brett Carlson Purchase Order.

**Capital Budget Impact**

There is no impact upon the capital improvement budget.

**Licensing**

Prior to execution of the Professional Service Agreement/Purchase Order/Construction Contract, the vendor shall submit a business license application and pay a Business License tax at the Professional Service rate of \$79.00 plus administration and state fees.

**RECOMMENDATION:**

Staff recommends that City Council Approve the Second Amendment with Brett Carlson to increase its Purchase Order (2018-0588) authority to \$49,500 for Fiscal Year 2017/18 and extend for one year.