



City of Rialto

Legislation Text

File #: 21-0430, Version: 1

For City Council Meeting [July 13, 2021]

TO: Honorable Mayor and City Council

APPROVAL: Marcus Fuller, City Manager

FROM: Stephen Erlandson, Deputy City Manager

Request City Council to Authorize the City Manager to Approve Professional Services Agreements to provide On-Call Professional Planning Services and Temporary Staffing in the Community Development Department in a Cumulative Amount Not to Exceed \$200,000.

(ACTION)

BACKGROUND

The City of Rialto currently has a need for temporary staffing in the Community Development Department to provide planning services at all levels to advance customer services and goals set forth by City Council. Some of these positions are being temporarily filled on an interim basis. Staff has attempted to fill many of these vacancies over the past year but has had limited success in finding qualified talent and/or candidates desiring a long-term permanent position with the City.

ANALYSIS/DISCUSSION

To advance the goals of the City Council, the City Manager believes that is of the upmost importance to fill the current vacancies with qualified temporary consultants as the City navigates through the recruitment process and fill the full-time vacancies within the Community Development Department. As such, staff has compiled the following list of professional planning service firms that specialize in public sector planning and development services:

- MIG
- CSG
- Sagecrest Planning and Environmental
- Civic Solutions

This list is not exhaustive of the professional firms that can provide planning and development temporary staffing services. Therefore, staff is requesting that the City Council authorize the City Manager to enter into one or more professional services agreements with on-call professional planning consultants in the cumulative amount not to exceed \$200,000.

ENVIRONMENTAL IMPACT

The request is not a Project as defined by Section 15378 of the California Environmental Quality Act (CEQA).

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 responsible manner that meets the needs of the citizens and is a good place to do business.

LEGAL REVIEW

The City Attorney has reviewed and supports this staff report.

FINANCIAL IMPACT

Operating Budget Impact

The cost incurred as a part of this process are included in the Fiscal Year 2021-2022 Budget. Costs are offset by salary savings due to the vacant positions during the interim period of time while the City recruits, selects and appoints permanent employees to these vacant positions.

Capital Improvement Budget Impact

There is no impact to the Capital Improvement Budget.

Licensing

A business license is not required as part of this action.

RECOMMENDATION

Request City Council to authorize the City Manager execute Professional Services Agreements with firms to provide on-call professional planning services and temporary staffing in the Community Development Department in the cumulative amount not to exceed \$200,000 during Fiscal Year 2021-2022.