

# Agenda Report

April 18, 2016

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Public Works  
**SUBJECT: RENEWAL OF GENERAL SERVICES AGREEMENT WITH THE COUNTY OF LOS ANGELES**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that General Services Agreement is exempt from the California Environmental Quality Act (CEQA), pursuant to Public Resources Code Section 21080 and State CEQA Guidelines Section 15061(b)(3);
2. Adopt a resolution approving renewal of the General Services Agreement with the County of Los Angeles; and
3. Authorize the Interim City Manager to enter into a five-year renewal on behalf of the City, and to request various functions or services from the County of Los Angeles as needed and in accordance with applicable City ordinances and policies. Neither Competitive Bidding nor Competitive Selection are required pursuant to City Charter Section 1002(H) and Pasadena Municipal Code Section 4.08.049(A)(3), contracts with other governmental entities; and
4. Authorize the Interim City Manager or his designee to request from time to time, various functions and services from the County of Los Angeles, in accordance with applicable City ordinances and policies.

## **BACKGROUND:**

Since 1977, the City has had a General Services Agreement with the County of Los Angeles. This "umbrella agreement" is a prerequisite for the provision of services that are provided to the City by the County. In the past, these services have included inspection of bridge construction, material testing, geotechnical investigations, traffic signal and street light maintenance of shared facilities, real property appraisal, and other miscellaneous services. The County bills the City for services provided according to rates established annually by the County Auditor-Controller. This is a master agreement

and individual services are requisitioned by purchase order, letter of requisition, or separate contract pursuant to its terms.

Agreement No. 17,620 with the County of Los Angeles, which unless renewed will expire on June 30, 2016, provides for a five-year renewal period at the option of the City. Staff recommends renewal so that ongoing and future services may be obtained in a timely and cost-effective manner.

Section 5 of the General Services Agreement renewal provides that no function or service shall be provided by the County unless requested in writing by the City on order of the City Council thereof or such officer as it may designate. It is therefore recommended that the Interim City Manager or his designee be authorized to request from time to time, various functions and services from the County of Los Angeles in accordance with applicable City ordinances and policies.

Individual service requests to the County of Los Angeles are exempt from Competitive Bidding and Competitive Selection pursuant to City Charter Section 1002(H) and Pasadena Municipal Code Section 4.08.049(A)(3), contracts with other governmental entities. However, in order to maintain consistency with City Charter Section 1002(D), future individual service requests in excess of \$74,999, where because of specialized expertise the County of Los Angeles would be the sole cost-effective service provider, will continue to require City Council approval.

**COUNCIL POLICY CONSIDERATION:**

This agreement is consistent with the City Council's goal to improve, maintain and enhance public facilities and infrastructure. It also supports the Public Facilities Element of the General Plan by enabling City staff to obtain various services from the County of Los Angeles to implement capital improvements which will maintain or rehabilitate infrastructure.

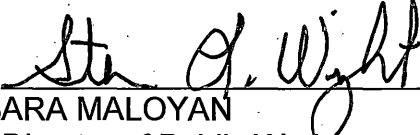
**ENVIRONMENTAL ANALYSIS:**

The renewal of the General Services Agreement with the County of Los Angeles is exempt from the California Environmental Quality Act, pursuant to Public Resource Code Section 21080 and State CEQA Guidelines Section 15061(b)(3). Any potential project level impacts will be addressed as part of the environmental documentation for the specific project.

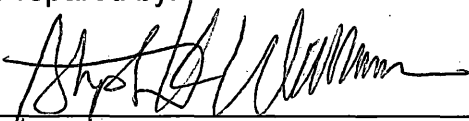
**FISCAL IMPACT:**

The proposed renewal of the subject General Services Agreement requires that funding for each service request will be provided by the individual budget account associated with the specific project. In recent years, the City has been spending approximately \$70,000 to \$100,000 annually.

Respectfully submitted,

  
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For ARA MALOYAN  
Director of Public Works

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