

Agenda Report

December 4, 2023

TO: Honorable Mayor and City Council

FROM: Parks Recreation and Community Services Department

SUBJECT: CONTRACT AWARD TO QUALITY FENCE CO. INC. FOR FENCE REPAIR AND INSTALLATION FOR AN AMOUNT NOT TO EXCEED \$281,780

RECOMMENDATION:

It is recommended that the City Council:

1. Find that the proposed action is exempt from the California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301, Existing Facilities; and that there are no features that distinguish the project from others in the exempt class and, therefore, there are no unusual circumstances; and
2. Accept the bid dated September 26, 2023, submitted by Quality Fence Co. Inc. in response to specifications for fence repair and installation and authorize the City Manager to enter into a contract with Quality Fence Co. Inc. in an amount not to exceed \$201,780 over three years with the option for two additional one-year extensions in the annual amount of \$40,000 per year subject to the approval of the City Manager, for a maximum contract length of five years and a total contract amount of \$281,780.

BACKGROUND:

The Parks, Recreation and Community Services Department (PRCS) hires a contractor to repair damaged fencing throughout City parks and open spaces. Fencing is needed to protect City property from vandalism and unwanted guests. Occasionally, fences are damaged by accidents, corrosion, and fallen trees. Repairs include the closing of breaks in chain link fence, replacement of chain link, posts, railing, panels, and welding repairs. In addition, new fence installation is required when repairs can't be completed.

On September 7, 2023, a Notice Inviting Bids was published in *The Pasadena Journal and Pasadena Independent* and posted on OpenGov. A total of 2,594 vendors received the notice and 24 vendors downloaded the formal bid specifications. On September 26, 2023, one vendor submitted a bid. The lone vendor is not located in Pasadena.

The bid result is as follows:

<u>Bidder</u>	<u>Location</u>	<u>Annual Amount (\$)</u>
Quality Fence Co Inc	Paramount, CA	\$201,780

As the responsive and responsible bidder, PRCS recommends awarding this contract to Quality Fence Co. Inc. for three years not exceeding \$201,780 with two, one-year optional renewals at \$40,000 each for a possible five-year total of \$281,780. The first three-year award will address fence repairs along the Parker-Mayberry bridge under the Colorado Bridge in the Central Arroyo, swing gate at Area H, ADA ramp railing at Brookside Park Bandshell, and Victory Park parking lot gate. The budget for the two-year extension aligns with the prior year's actuals to address fence repair needed during each fiscal year.

PRCS spent approximately \$191,348 in fence repairs in the last eight years. The City has previously conducted business with Quality Fence Co. Inc. and issued purchase orders totaling about \$37,350 for fence repairs.

COUNCIL POLICY CONSIDERATION:

This action is consistent with the City Council's goals to improve, maintain, and enhance public facilities and infrastructure, to support and promote the quality of life and local economy, and ensure public safety.

ENVIRONMENTAL ANALYSIS:

This action is exempt from Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Section 15301, Existing Facilities. Class 1 exempts from environmental review the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of existing or former use. The proposed action would provide for the repair of damaged fencing at existing City parks and open spaces. The repaired fencing would have substantially the same purpose and capacity as the existing fencing and no expansion of the park or open space uses would result from such fence repairs. There are no features that distinguish this project from others in the exempt class and, therefore, there are no unusual circumstances.

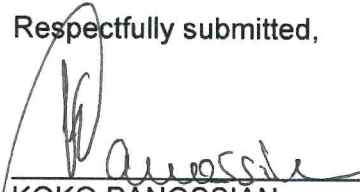
FISCAL IMPACT:

The maximum cost of this action will be \$281,780 if all options are exercised. Funding for this action will be addressed by the utilization of existing budget appropriations in the Parks, Recreation, and Community Services Department Operating Budget (Acct. 10118071 – 811400).

The contract amounts are as follows:


	Year 1 to 3	Year 4 Optional 1st Extension	Year 5 Optional 2nd Extension	Total
Base Bid	\$201,780	\$40,000	\$40,000	\$281,780

Respectfully submitted,




KOKO PANOSSIAN
Director of Parks, Recreation &
Community Services

Prepared by:



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Management Analyst IV

Approved by:



MIGUEL MARQUEZ
City Manager

Attachments:

Attachment A: Taxpayer Protection Amendment (TPA)