

# Agenda Report

March 2, 2026

**TO:** Honorable Mayor and City Council  
**FROM:** Department of Public Works  
**SUBJECT: AUTHORIZE THE CITY MANAGER TO RENEW A FIVE-YEAR GENERAL SERVICES AGREEMENT WITH THE COUNTY OF LOS ANGELES**

## **RECOMMENDATION:**

It is recommended that the City Council:

1. Find that the proposed actions do not constitute a project subject to the California Environmental Quality Act (CEQA) pursuant to Section 21065 of CEQA and Sections 15060(c)(2), 15060(c)(3), and 15378 of the State CEQA Guidelines and, as such, no environmental document pursuant to CEQA is required;
2. Adopt a resolution approving renewal of the General Services Agreement with the County of Los Angeles;
3. Authorize the 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 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 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 agreement also allows for the provision of services in response to

emergency events, as may be needed. While the City has not recently utilized County services under this agreement for emergency response purposes, maintaining the agreement preserves the City's ability to request such support should circumstances warrant in the future.

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 – 2 with the County of Los Angeles, which unless renewed will expire on June 30, 2026, 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 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.

**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.

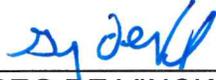
**ENVIRONMENTAL ANALYSIS:**

The renewal of the General Services Agreement with the County of Los Angeles is not a project subject to the California Environmental Quality Act (CEQA) in accordance with Section 21065 of CEQA and State CEQA Guidelines Sections 15060 (c)(2), 15060 (c)(3), and 15378. The renewal of the General Services Agreement is a continuing administrative activity. Any activity undertaken under this Agreement involving physical changes in the environment will continue to be subject to individual CEQA review prior to approving or undertaking such activity. Since the subject actions do not constitute a project subject to CEQA, no environmental document is required.

**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 \$100,000 to \$150,000 annually.

Respectfully submitted,



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Prepared by:



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Approved by:



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