

APPROVED

REPORT OF GENERAL MANAGER

NO. 08-221

JUL 23 2008

DATE July 23, 2008

**BOARD OF RECREATION
and PARK COMMISSIONERS**

C.D. Various

BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: CHARTER SECTION 1022 DETERMINATION ON CONTRACTING FOR THE AS-NEEDED DESIGN, FABRICATION, REPAIR AND INSTALLATION OF CHAIN LINK FENCING, CHAIN LINK BACKSTOPS AND BARRIERS/DIVIDERS

R. Adams _____	J. Kolb _____
H. Fujita _____	F. Mok _____
S. Huntley _____	K. Regan _____
*V. Israel <u>Raj</u>	M. Shull _____

[Signature]
General Manager

Approved [Signature]

Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board find in accordance with Charter Section 1022, that the Department does not have the personnel available in its employ with the appropriate expertise to provide as-needed design, fabrication, repair and installation of chain link fencing, chain link backstops and barriers/dividers, and that it is more feasible to secure these as-needed services by a contractor.

SUMMARY:

Currently, the Department of Recreation and Parks (Department) is utilizing General Services Department (GSD) Contract No. 58180 for Quality Fence Company, Inc., to provide the aforementioned services. The Department uses the Building Repairer, Cement Finisher and Maintenance & Construction Helper classifications to provide some installation and repair services for chain link fence applications. However, there is no Department staff available with the expertise to provide all of the services required by the Department, such as, as-needed design, fabrication, repair and installation of chain link fencing, chain link backstops and barriers/dividers.

The current GSD contract for Quality Fence Company, Inc., expires on August 31, 2008, and a Charter Section 1022 determination is required in order to allow GSD to add the provision of as-needed design, fabrication, repair, and installation of chain link fencing, chain link backstops and barriers/dividers to the Request for Quote (RFQ) required to replace the expiring GSD contract.

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On May 13, 2008, the Department submitted a Notification of Intent to Contract to the City Administrative Officer (CAO), and a request for 1022 determination to the Personnel Department (Personnel) to determine if there are classifications in the City that could provide these services. On June 11, 2008, Personnel responded with a report indicating that City employees have expertise to perform only some of the work. The classifications mentioned that are capable of performing the work are: Building Repairer, Cement Finisher and Maintenance & Construction Helper. The report further states that there are no employees in the City, available to the Department that can design, fabricate, or install chain link fences, backstops, or barriers/dividers. Finally, the report states that the City currently does not have sufficient staff available to provide these services on an as-needed basis.

Department staff recommends that the Board determine, pursuant to Charter Section 1022, that it is more feasible to secure the required services by contract under the Department of General Services.

FISCAL IMPACT STATEMENT:

Funding will be provided by various Recreation and Parks funds, depending on the facility requesting service. There is no additional impact to the Department's General Fund.

Report prepared by Debby Rolland, Superintendent, Metro Region.