



STAFF REPORT

TO: HONORABLE COMMITTEE MEMBERS

FROM: ANGELINE LOEFFLER, FINANCE DIRECTOR

DATE: MARCH 27, 2023

SUBJECT: CITY OF CLAYTON'S ACTIVE CONTRACTED SERVICE AGREEMENTS REVIEW

RECOMMENDATION

Receive presentation and provide feedback to staff.

BACKGROUND

On February 27, 2023, during the FY 22-23 Mid-Year Budget Review, the Council Committee members request staff to review the City's active outsourcing contracted service agreements. Staff reviews the list of contract services from Public Work, Police Department, Community Development Department and Administration Department and identifies 48 service contractors.

DISCUSSION

The identified service contractors are being paid through the various sources of fund; General Fund, Landscape Maintenance, Street Lighting, Stormwater Assessment fund, CIP, and Grants. The 48 service contractors' detail information along with the amounts charged through year-to-date are included in this report as Attachment 1 and summarized as following:

- Administration/City Clerk/HR: contracted services are consisting of IT services, the City's website services, Financial System support, maintenance/repair services on the City owned land and buildings, Well monitoring service, and 811 underground alert service.
- Additional CIP and Projects in Administration: the City receives services from Kennedy & Associates, Moore Iacofano Golstman, Inc, and R3 Consulting Group, Inc, for the City's development project consulting services and pavement engineering service from Pavement Engineering Inc.
- Community Development Department: There is one contractual service for pre-reviewed Accessory Dwelling Unit Plans and Ordinance which is funded through SB2 Grant fund.

- Police: the contracted services are consisting of School Crossing Guard Services three schools at Mt Zion Drive/Pine Hollow Rd, Mitcell Canyon Rd/Pine Hollow Rd, and Center St/Oak St., Pig Control service provided by Rural Pig Management, and Courtyard Payphone services provided by Pacific Telemangement Service.

- Public Works: the contract services consist in following categories:
 - Seasonal workers through Workers.com for City's landscaping maintenance and various other City's projects.

 - Weed abatement / tree trimming contract services from Environtech Enterprises, Waraner Brothers Tree Services, and Hamilton Tree Services, Inc

 - Street light poles repair/replacement and electrical repair services through various vendors; Continental Electric, Dillon Electric Inc, Jam Services, and Valmont Industries.

 - Neighborhood streets repaving service provided by Bay Cities Paving and Grading, and emergency street repair and trail repair service provided by G.N. Henley, Inc

 - Street Sweeping service provides by SCA of CA, LLC.

 - The rests are various other services such as elevator service, fire alarm monitoring, fire extinguisher testing, HVAC maintenance and repair service, fountain maintenance service, plumbing services, and City Library and other City facilities maintenance and repair, and IT computer support.

ATTACHMENTS

Attachment 1: Contract Services List