



CITY OF COMMERCE AGENDA REPORT

TO: Honorable City Council **Item No. _____**

FROM: City Administrator

SUBJECT: Resolution Adding GSI Environmental, Inc. to the On-Call Professional Services list for Environmental Science, Planning Analysis & Assessment, and Regulatory Compliance Services

MEETING DATE: July 3, 2018

RECOMMENDATION:

Adopt a Resolution Adding GSI Environmental, Inc. to the On-Call Professional Services for Environmental Science, Planning Analysis & Assessment, and Regulatory Compliance services.

BACKGROUND AND ANALYSIS:

The award of the On-Call Professional Services Agreement for Environmental Science, Planning Analysis & Assessment, and Regulatory Compliance was first approved by the City Council on January 5, 2016 under Resolution No. 16-08 with a three year contract term.

The list was augmented on May 2, 2017, under Resolution No. 17-45, and on June 20, 2017, under Resolution No. 17-62, adding FCS International, Phil Martin & Associates, Placeworks, and Tetra Tech BAS, and removing PCS Services Corp to the said category. There are seven firms currently on the on-call list.

The purpose of the on-call professional service agreements is to provide the City with flexibility and enhance the City's capacity to deliver projects and programs expeditiously while also reducing costs by curtailing the time and effort to solicit various proposals for different projects.

During the term of the on-call agreement, some of the firms are either unresponsive and/or their fees are too high. Therefore, staff would like to have an extensive list of firms for more flexibility and better pricing. Staff therefore recommends GSI Environmental, Inc. be added to the current on-call list for the Environmental Science, Planning Analysis & Assessment, and Regulatory Compliance.

ALTERNATIVES:

1. Approve staff recommendation.
2. Reject staff recommendation.
3. Provide further direction to staff.

FISCAL IMPACT:

There is no fiscal impact for the addition of GSI Environmental, Inc. to the on-call list for the Environmental Science, Planning Analysis & Assessment, and Regulatory Compliance.

RELATIONSHIP TO STRATEGIC GOALS:

The issue before the Council is generally applicable to the following Council's strategic goal, *Implement city business processes and operational efficiencies to streamline the cost of government including the examination and identification of cost of services*, as identified in the 2016 Strategic Plan.

Recommended by: Maryam Babaki, Director of Public Works & Development Services
and Gina Nila, Deputy Director of Public Works Operations

Prepared by: Jasmin Elepano, Senior Management Analyst

Reviewed by: Vilko Domic, Finance Director

Approved as to form: Noel Tapia, City Attorney

Respectfully submitted: Edgar P. Cisneros, City Administrator

ATTACHMENTS:

1. Resolution
2. Professional Service Agreement