DATE:    July 12, 2016

TO:      City Council

THROUGH: Greg Nyhoff, City Manager
         Office of the City Manager

FROM:    Greg Nyhoff, City Manager

SUBJECT: Agreements for City Council Review

CONTACT: Greg Nyhoff, City Manager
         Greg.Nyhoff@oxnard.org, 385-7430

RECOMMENDATION:

That City Council, pursuant to Ordinance 2835, and Resolution No. 13,932, approve and authorize the City Manager to execute the agreements/contracts and change orders/amendments in amounts more than $25,000 but no more than $250,000, which are described on the attached list.

BACKGROUND

On November 16, 2010, the City Council approved changes to the City’s Purchasing Procedures reducing the threshold for City agreements/contracts and change orders/amendments requiring City Council approval to $25,000. The agreements/contract and change orders/amendments described on the attached list involve amounts above $25,000 and up to $250,000.

FINANCIAL IMPACT

Funding information is included on the attached list.

NOTE: Copies of the agreement/contracts and change orders/amendments on the list are available in the City Clerk’s Office prior to the Council meeting.
A  West Village, Rancho de la Rosa District #31

Vendor:  Fence Factory  
Type:  Original Agreement  
Agreement No.:  A-7906  
Amendment No.:  1  
Purchase Order No.:  Req. #2705  
Begin Date:  07/12/2016  
End Date:  08/12/2016  
Term:  30 days

Amount to be Approved:  $42,488  
Current FY Amount:  $42,488  
Total Contract Amount:  $42,488  
Funding Source:  Liability Funds  
Vendor Selection Process:  Request for Bids (RFB)  
# of Bids/Proposals/Quotes:  3  
Project Manager:  Ralph Alamillo  
Department:  Public Works - General Services  
Telephone:  754-7155  
Email:  ralph.alamillo@oxnard.org  

Purpose:  
Staff is requesting authorization to enter into an agreement with Fence Factory in the amount of $42,488 to remove and haul away approximately 784 linear ft. of existing iron fencing and gates at West Village, Rancho de la Rosa #31. Fence Factory will install approximately 784 linear ft. of 6' high 2-Rail black majestic montaje plus Ameristar fencing at three locations, two at Camino del Sol and Sara Drive and one at Nina Drive and Mari Way. Pursuant to the City's purchasing policies, three quotes were received: Factory Fence $42,488; Fence Works $46,091, and Magnum Fence and Security, Inc. $66,595. Fence Factory was selected as the lowest responsible bidder.

B  Recruitment Assistance

Vendor:  Management Partners  
Type:  Amendment  
Agreement No.:  7417-16-HR  
Amendment No.:  N/A  
Purchase Order No.:  5888  
Begin Date:  04/11/2016  
End Date:  12/29/2016  
Term:  9 Months

Amount to be Approved:  $25,000  
Current FY Amount:  $25,000  
Total Contract Amount:  $49,500  
Funding Source:  101 - General Fund  
Vendor Selection Process:  Informal Bids  
# of Bids/Proposals/Quotes:  3  
Project Manager:  Loretta L. Fisher  
Department:  Human Resources Department  
Telephone:  385-7459  
Email:  loretta.fisher@oxnard.org  

Purpose:  
Staff is requesting authorization to enter into a First Amendment with Management Partners in the amount of $25,000 to continue providing assistance in the recruitment for technical/professional positions that require advanced degrees and certifications for the Public Works Department. Management Partners was chosen for this project as they had more experience in dealing with government entities. The reason to continue with the amendment for these services is to preserve continuity of services. The consultant will continue focusing on Public Works operational needs only. Firms considered were Ralph Anderson and Associates and William Avery and Associates.

The First Amendment will increase the cost of the agreement by $25,000 for a total amount not to exceed $49,500.