



CITY COUNCIL AGENDA REPORT

MEETING DATE: SEPTEMBER 6, 2011

ITEM NUMBER:

SUBJECT: STATUS REPORT ON CONTRACT COMMITTEES

DATE: AUGUST 31, 2011

FROM: FINANCE DEPARTMENT/CITY ATTORNEY'S OFFICE

PRESENTATION BY: BOBBY YOUNG, FINANCE DIRECTOR

FOR FURTHER INFORMATION CONTACT: BOBBY YOUNG, FINANCE DIRECTOR (714) 754-5241

RECOMMENDED ACTION

Receive and file.

BACKGROUND/ANALYSIS

Over the past few weeks, Contracting Committees have been formed for several of the City services which Council directed be considered for contracting. This report is to update the Council and the public on the progress of the committees and to provide an anticipated timeline for bringing the analysis and product of the committees forward for Council consideration.

Thus far, Contracting Committees have been established for Jail Services, Animal Control Services, Building Inspection, Video Production and Payroll Services. The first four committees have met twice as of this writing and each has a third meeting scheduled during the week of September 5, 2011. The Payroll Contracting Committee has met once and will meet a second time on September 8, 2011.

The Committee process has resulted in the development of service delivery options for each of the five services to date, and the committees are working quickly and cooperatively in analyzing those options, revising draft RFPs and gathering comparative data from other communities regarding similar cities in order to present the Committees' recommendations to the CEO, and ultimately to Council.

Contracting Committees are currently being formed and meeting schedules established for Street/Storm Maintenance, Graffiti Abatement, Street Sweeping, Signs and Markings, Dispatch, Emergency Services Equipment, and Information Technology.

While we had hoped to begin presenting finished reports to the Council at its first meeting in September, the work necessary to fully comply with Council Policy 100-6 and to present the CEO and Council with a complete picture of options and updated RFPs to consider will delay our first presentation until the second meeting in September. We have attached to this report a new schedule of events which identifies the anticipated landmark dates for each service being analyzed.

ALTERNATIVES CONSIDERED

No alternatives have been identified.

FISCAL REVIEW

There is no fiscal impact to the recommended action.

LEGAL REVIEW

The City Attorney is working closely with staff on implementing the contracting evaluation and RFP process.

CONCLUSION

The Contracting Committees are making good progress in assessing delivery of services, cost efficiencies, and recommendations regarding requesting proposals for each of the services City Council authorized for outsourcing. We will continue to keep you informed as the process continues.

KIMBERLY HALL BARLOW
Special Counsel

BOBBY YOUNG
Finance Director

Attachments: 1 [Schedule of Events](#)