

## Legislation Text

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Presenter/Contact  
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**SUBJECT:**

Approval to renew the following annual contracts, as allowed for by their contract language: Collection of Household Hazardous Waste, Financial Advisory Services, Firefighter Physical Exams, Bond Counsel Services and Hotel Occupancy Tax Collection and Compliance Services.

**BACKGROUND / RATIONALE:**

On November 14, 2016, the City Council provided consent for a quarterly review and approval of renewals for various annual contracts that occur throughout the course of a fiscal year which are routine in nature and in accordance with the terms and conditions of the associated awarded contracts (which were originally approved by City Council). Quarterly approvals manage staff resources more efficiently as well as ensure compliance with the contracts' terms and conditions. Contract renewals that have any requested modifications, such as a significant increase or decrease in services or costs, will continue to be presented to City Council for individual consideration as needed.

The City Council has previously reviewed and approved the following annual contracts for various goods and services utilized for City operations; the contracts described below require Council authorization for contract renewal. All goods and services have been competitively vetted, and contracts have subsequently been executed on various dates in previous years. All awarded contractors have provided satisfactory performance during the term of their associated contract.

**Renewal of Annual Contract for Collection of Household Hazardous Waste:**

- Goods/Services Provided: Collection of Household Hazardous Waste
- City Department: Public Works
- Solicitation Method: Request for Proposal (RFP)
- Contract Award Date: March 1, 2018
- Awarded Contractors: Clean Harbors Environmental Services, Inc.
- Modified Contract Expiration Date: February 28, 2022; with one remaining renewal option
- Approximate Annual Cost of Services During Renewal Period: \$50,000, the amount may increase based on need.

**Renewal of Annual Contract for Financial Advisory Services:**

- Goods/Services Provided: Financial Advisory Services
- City Department: Finance
- Solicitation Method: Procured in accordance with Government Code Title Public Securities Chapter 1201 Public Security Procedures Act

- Contract Award Date: February 23, 2015
- Awarded Contractors: SAMCO Capital Markets Inc.
- Modified Contract Expiration Date: February 23, 2021, annual renewals available
- Approximate Annual Cost of Services During Renewal Period: Services are paid only when debt is used based on a sliding scale (the more debt issued, the higher the cost).

**Renewal of Annual Contract for Firefighter Physical Exams:**

- Goods/Services Provided: Firefighter physical exams performed for the NBFD
- City Department: Fire Department
- Solicitation Method: Request for Qualifications
- Contract Award Date: February 25, 2019
- Awarded Contractors: Life Scan Wellness Centers
- Modified Contract Expiration Date: February 28, 2022, with two (2) 12-month renewal options remaining
- Approximate Annual Cost of Services During Renewal Period: Approximately \$70,380.

**Renewal of Annual Contract for Bond Counsel Services:**

- Goods/Services Provided: Bond Counsel Services
- City Department: Finance
- Solicitation Method: Request for Qualifications
- Contract Award Date: February 12, 2018
- Awarded Contractors: McCall, Parkhurst & Horton, LLP
- Modified Contract Expiration Date: January 31, 2021; with two (2) 12-month renewal options remaining
- Approximate Annual Cost of Services During Renewal Period: Funding for bond counsel services are incorporated and expended from bond sales.

**Renewal of Annual Contract for Hotel Occupancy Tax Collection and Compliance Services:**

- Goods/Services Provided: Hotel Occupancy Tax Collection and Compliance Services
- City Department: Finance
- Solicitation Method: Request for Proposals
- Contract Award Date: February 12, 2019
- Awarded Contractors: LODGINGRevs
- Modified Contract Expiration Date: February 28, 2023; with available renewal options
- Approximate Annual Cost of Services During Renewal Period: Not to exceed \$29,700.

**ADDRESSES A NEED/ISSUE IN A CITY PLAN OR COUNCIL PRIORITY:**

<input checked="" type="checkbox"/>	YES	<b>Strategic Priorities:</b>	9. Maintain fiscal stability of City operations
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**FISCAL IMPACT:**

Funding for all expenditures and contracts described above have been incorporated into the appropriate FY 2021 departmental budgets. Therefore, sufficient funds are available.

**COMMITTEE RECOMMENDATION:**

N/A

**STAFF RECOMMENDATION:**

Approval.