



Agenda Report

Fullerton City Council

MEETING DATE: AUGUST 2, 2022

TO: CITY COUNCIL / SUCCESSOR AGENCY

FROM: ERIC J. LEVITT, CITY MANAGER

PREPARED BY: MEG MCWADE, PUBLIC WORKS DIRECTOR
ELLIS CHANG, DIRECTOR OF ADMINISTRATIVE SERVICES

SUBJECT: CITY MANAGER TEMPORARY CONTRACT AWARD AUTHORITY

SUMMARY

The City Manager respectfully requests City Council grant the City Manager temporary authority during the City Council recess period between August 17, 2022 and September 19, 2022 to award public works contracts to the lowest responsible and responsive bidder not to exceed \$5,000,000 and award certain specified projects and any projects not identified in this report up to a maximum \$500,000.

RECOMMENDATION

1. Adopt Resolution No. 2022-XXX.

RESOLUTION NO. 2022-XXX – A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF FULLERTON, CALIFORNIA, GRANTING TEMPORARY AUTHORITY TO THE CITY MANAGER TO AWARD CONSTRUCTION CONTRACTS TO THE LOWEST RESPONSIVE AND RESPONSIBLE BIDDER

2. Direct City Manager, or designee, to provide a report of all agreements or contracts awarded for City Council ratification at the September 20, 2022 City Council meeting.

CITY MANAGER DISCUSSION

This request would enable the City to continue to move City Council priorities and Capital Improvement projects forward during the period of time between the August 16, 2022 and September 20, 2022 City Council meeting. Staff will bring items that fit within this request back for City Council ratification on September 20, 2022.

BUDGET POLICY PRIORITY STATEMENT

This item matches the following Budget Policy Priority Statements:

- Infrastructure and City Assets
- Fiscal and Organizational Stability.

FISCAL IMPACT

No fiscal impact associated with granting the City Manager temporary contract award authority for specified time period. All agreements or contracts awarded by the City Manager will adhere to the City's purchasing and procurement bidding requirements. All agreements and contracts awarded will also remain within FY 2022-23 adopted operating budget and budgeted capital project levels. Staff will submit appropriation requests for City Council consideration for any agreements requiring additional budget or budget adjustments at time of agreement ratification.

DISCUSSION

City Council adopted a Minute Order on December 2, 2008 to cancel the first City Council meeting in September of each year. City Council will not hold a meeting between August 17, 2022 and September 19, 2022 this year. Staff requests temporary City Manager contract authority between the August 16, 2022 and September 20, 2022 City Council meetings to continue progress on operational matters and significant public works projects. This will avoid delay and future cost escalations on materials for planned infrastructure projects.

Staff recommends City Council grant the City Manager temporary authority from August 17, 2022 through September 19, 2022 to award public works contracts to the lowest responsible and responsive bidder not to exceed \$5,000,000 for certain specified projects and grant the City Manager authority to award contracts for any projects not identified in this report up to a maximum \$500,000 which may arise during the recess period. All contracts or agreements awarded will follow and adhere to the City's purchasing and procurement bidding requirements and will fall within FY 2022-23 adopted operating or capital projects' budget levels.

The City has competitively bid and anticipates contract awards for the following Public Works projects during the recess period:

Projects with expected contract costs under \$500,000:

- Hunt Library Phase IV - Site Fencing Improvements*
 - Perimeter fencing and associated gates construction

Projects with expected contract costs under \$2,000,000:

- Mark III Area Water Main Replacement*
 - Existing water main pipe replacement

Projects with expected contract costs under \$5,000,000

- Hunt Library Phase III – Building Repairs

- Building facilities and equipment repair and renovation

*While staff anticipates placing award of these projects on the August 16, 2022 City Council Meeting agenda, staff has listed the projects here to ensure the project moves forward during the recess period if projects require additional review or work after bid opening but prior to award.

The City Manager, or designee, will furnish a list of all contracts and agreements awarded during this period at the September 20, 2022 City Council meeting to ratify all approved contracts.

Attachments:

- Attachment 1 – Resolution 2022-XXX