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# CITY OF POMONA

## COUNCIL REPORT

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November 4, 2019

To: Honorable Mayor and Members of the City Council

From: Linda Lowry, City Manager

Submitted By: Rene Guerrero, Director of Public Works

**SUBJECT: AWARD OF A SOLE SOURCE CONTRACT TO THE WEED HAZARD AND PEST MANAGEMENT BUREAU OF THE LOS ANGELES COUNTY DEPARTMENT OF AGRICULTURAL COMMISSIONER - WEIGHTS AND MEASURES FOR REQUIRED WEED ABATEMENT**

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**RECOMMENDATION:** It is recommended that the City Council take the following actions:

- 1) Award a sole source contract to the Weed Hazard and Pest Management Bureau of the Los Angeles County Department of Agricultural Commissioner - Weights and Measures to clear grass, weeds, and/or brush in compliance with the Los Angeles County Fire Code for the attached parcels, and
- 2) Authorize the City Manager to execute the Letter of Authorization.

**EXECUTIVE SUMMARY:** The County of Los Angeles Department of Agricultural Commissioner - Weights and Measures annually inspects all properties within the County of Los Angeles to determine the need to clear grass, weeds, and/or brush to be in compliance with the Los Angeles County Fire Code. The parcels included in the Letter of Authorization (Attachment No. 1) are City-owned parcels that have been identified as requiring clearing for a total estimated cost of \$33,000 to be performed by the Department of Agricultural Commissioner - Weights and Measures.

**FISCAL IMPACT:** Funds for this action in the amount of \$33,000 are in the Weed Abatement line item in the Phillips Ranch Assessment District Fund 256-4073-52920 in the Fiscal Year 2019-20 City Operating Budget.

**AUTHORITY:** In accordance with Section 2-977 (a) of the City's Purchasing Ordinance, sole source for professional services over \$15,000 shall be approved by City Council.

**PREVIOUS RELATED ACTION:** In years prior, the cost for services required to be performed by the Los Angeles Department of Agricultural Commissioner - Weights and Measures had been less than \$30,000 and was in accordance with Section 2-970 of the Purchasing Code which grants the City Manager authority to execute purchases under \$30,000 without competitive bidding if the purchase is made from another government agency.

**DISCUSSION:** The Weed Hazard and Pest Management Bureau of the Los Angeles County Department of Agricultural Commissioner - Weights and Measures inspected the City-owned properties on August 30, 2019, and determined that four properties require brush and vegetation clearance and/or removal to bring the property into compliance with the Fire Code and avoid possible legal action. The County will not commence work until the Letter of Authorization is signed. To be signed, the City Council must grant a sole source contract to the Los Angeles County Department of Agricultural Commissioner - Weights and Measures to perform the brush and vegetation clearing. A schedule is yet to be determined.

Prepared by:

Shandy Dittman, Senior Management Analyst

ATTACHMENT(S):

Attachment No. 1 – Letter of Authorization