

REPORT OF GENERAL MANAGER

NO. 04-05


DATE January 7, 2004

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BOARD OF RECREATION AND PARK COMMISSIONERS

SUBJECT: FINDING THAT USE OF CONTRACT FOR SPECIALIZED MASONRY WORK IS MORE FEASIBLE AND ECONOMICAL FOR THE CITY

*G. Stigil AS H. Fujita _____
L. Barth _____ J. Kolb _____
F. Mok _____ B. Lukehart _____



General Manager

Approved _____ Disapproved _____

Withdrawn _____

RECOMMENDATION:

That the Board find that in accordance with Charter Section 1022, the Department does not have personnel available in its employ with sufficient time and expertise to undertake specialized masonry work in a timely manner, and it is more feasible, economical, and in both the City's and Department's best interest, to have specialized masonry work performed by contract.

SUMMARY:

The Department of Recreation and Parks has typically used a City-wide contract for specialized masonry work to be performed on an intermittent basis. The Department of General Services (Purchasing) originally let this contract and administers it.

The masonry contractor performs specialized masonry work such as the construction of surge pits at a depth of eighteen (18) feet or more, or the injection of epoxy to repair existing concrete. Performance of such work requires extensive safety training, specialized safety equipment, and a sufficient work force to perform the work in a timely manner. The cost of equipment purchase, as well as the need and cost for appropriate training for use of the equipment, and the other special skills needed for these occasional services, render this work impracticable for the City to train and have on hand employees do to this work. Further, there can be a number of emergency excavations and repairs that arise, beyond that which existing City staff can perform, which require the supplemental availability of this contractor to timely handle health and safety situations.

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Work performed under this contract is paid by various grant and special project funding sources that are made on a "funds as available" basis and are not a normal part of the Department's budgeted workload.

The current contract is expiring, and the Department is working on development of a competitive process to obtain new contracts for various emergency services, such as masonry and electrical, so that we can utilize outside resources for unusual and specialized tasks, and be ready to handle the full scope of necessary work in the event of emergencies. Preliminary to this process, and in fact required prior to using any contract for this work, the Board must make a finding that this specialty and emergency work can be more practically done by contract. Subsequent to making this finding, and in the interim while we work through the process of setting up new contracts, the General Services Department will extend the current contract on a short term basis, so that necessary resources are still available to the Department.

Prepared by Harold Fujita, Personnel Director and George Stigile, Assistant General Manager
Operations East