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**File created:** 11/30/2016    **In control:** City Council

**On agenda:** 12/15/2016    **Final action:** 12/15/2016

**Title:** Actions related to service agreements with Social Vocational Services, Inc.:

1. Adopt a Class 1 Categorical Exemption pursuant to CEQA Guidelines 15301.
2. Approve a Services Agreement with Social Vocational Services, Inc. in the amount of \$17,520.00 for monthly landscape maintenance services along four City of Fresno (City) trails.
3. Approve a Services Agreement with Social Vocational Services, Inc. in the amount of \$17,520.00 for custodial services at four City of Fresno parks (Cary, Radio, Quigley and Victoria West).
4. Approve a Services Agreement with Social Vocational Services, Inc. in the amount of \$7,620.00 for landscape maintenance services at FAX Transit Facilities at Courthouse Park, Manchester Transit FAX Operations, and Maintenance Centers.
5. Approve a Services Agreement with Social Vocational Services, Inc. in the amount of \$17,520.00 for daily FAX Transit Bus cleaning at the FAX Maintenance Facility.
6. Approve a Services Agreement with Social Vocational Services, Inc. in the amount of \$17,520.00 for daily Fleet Management Building/Wash Bay cleaning at the Municipal Service Center.

**Sponsors:** Public Works Department, Parks, After School, Recreation and Community Serv, Department of Transportation

**Indexes:**

**Code sections:**

**Attachments:** 1. Public Works Department Consultant Agreement .pdf, 2. Parks Department Consultant Agreement.pdf, 3. City of Fresno Transportation Department Consultant Service Agreement (Landscape).pdf, 4. City of Fresno Transportation Department Consultant Service agreement (Bus Cleaning).pdf, 5. City of Fresno Transportation Department Consultant Services Agreement (Wash Bay)1133\_001.pdf

Date	Ver.	Action By	Action	Result
12/15/2016	1	City Council	approved	Pass

**REPORT TO THE CITY COUNCIL**

**December 15, 2016**

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Public Works Department, Landscape Maintenance Division

## **SUBJECT**

Actions related to service agreements with Social Vocational Services, Inc.:

1. Adopt a Class 1 Categorical Exemption pursuant to CEQA Guidelines 15301.
2. Approve a Services Agreement with Social Vocational Services, Inc. in the amount of \$17,520.00 for monthly landscape maintenance services along four City of Fresno (City) trails.
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5. Approve a Services Agreement with Social Vocational Services, Inc. in the amount of \$17,520.00 for daily FAX Transit Bus cleaning at the FAX Maintenance Facility.
6. Approve a Services Agreement with Social Vocational Services, Inc. in the amount of \$17,520.00 for daily Fleet Management Building/Wash Bay cleaning at the Municipal Service Center.

## **RECOMMENDATION**

Staff recommends the Council approve five (5) Services Contracts with Social Vocational Services, Inc. (SVS) totaling \$77,700.00 to enhance the current maintenance activities being performed by the Departments of Public Works, PARCS, and Transportation. Areas of enhancement include trail maintenance, park restroom cleaning, cleaning of Fresno Area Express buses, landscape maintenance at transit facilities, and wash bay cleaning at the Municipal Service Center.

## **EXECUTIVE SUMMARY**

In recent years the City has reduced maintenance budgets due to financial constraints, which has affected staffing levels. While the City has recently been able to allocate funds to restore and address some of these shortcomings and provide much needed assistance to City staff, there are still deferred maintenance items that need to be addressed.

SVS, a California nonprofit corporation, has contacted the City with a proposal to supply crews consisting of three developmentally disabled individuals and a job coach to assist the three Departments in the maintenance of their assets. SVS would supply all the materials, labor, transportation and required insurance as well as training and supervision. Each contract has a proposed fee of no more than \$1,460.00 per month or \$17,520.00 per year which calculates to approximately \$6.00 per hour. This rate is possible because SVS obtains funding from the California Department of Development Disabilities and the California Department of Rehabilitation.

## **BACKGROUND**

The City of Fresno over the past few years has undergone some rather large budget reductions that have affected nearly all department activities at all levels. A few services that have seen these impacts are the Public Works, PARCS and FAX Maintenance Divisions. The reductions in staff and funding have resulted in many proactive maintenance activities to be postponed or rescinded.

SVS is a 501c (3) California not-for-profit corporation founded in 1978 to meet the needs of individuals with developmental disabilities. It currently serves approximately 3,600 individuals in a variety of work-oriented, skill building, community access and residential support services in Southern, Northern and Central California. SVS is recognized by 14 of California's 21 Regional Centers for the developmentally disabled; is certified by the California Department of Rehabilitation and is accredited by the Rehabilitation Accreditation Commission (CARF) in the area of Supported Employment.

SVS has a long line of clients that they currently provide service to in the Valley such as the Cities of Reedley, Clovis, Visalia, County of Tulare, Fresno County Housing Authority, various cemeteries, companies such as Costco, Food Maxx, Toyota and Disneyland. SVS not only is able to supply solutions for landscape maintenance but also custodial, clerical and many other services.

Under these proposed agreements, SVS would provide three pre-screened, qualified workers and one SVS staff member as a supervisor per project. SVS would supply all the required tools and transportation and required insurance and payroll functions. The scope of work ranges from typical landscape maintenance duties, essential custodial functions as required for park restroom cleaning and bus cleaning requirements.

## **ENVIRONMENTAL FINDINGS**

A preliminary examination has been performed by staff and staff has determined that the project is subject to a Class 1 Categorical Exemption pursuant to CEQA Guidelines 15301 because the project involves maintenance and cleaning of existing facilities, including landscaping. In addition, none of the exceptions to exemptions set forth in CEQA Guidelines 15300.2 are present.

## **LOCAL PREFERENCE**

SVS is recognized as a local businesses as defined by the Fresno Municipal Code.

## **FISCAL IMPACT**

Each department will fund these contracts using operating and maintenance dollars identified in the FY17 budget for each department.

### **Attachments:**

1. City of Fresno - Public Works Department Consultant Services Agreement
2. City of Fresno - PARCS Department Consultant Services Agreement
3. City of Fresno - Transportation Department Consultant Services Agreement (landscape)
4. City of Fresno - Transportation Department Consultant Services Agreement (bus cleaning)
5. City of Fresno - Transportation Department Consultant Services Agreement (wash bays)