



## CONSENT CALENDAR

### City of San Bernardino Request for Council Action

**Date:** December 4, 2024

**To:** Honorable Mayor and City Council Members

**From:** Kris Watson, Director of Animal Services

**Department:** Animal Services

**Subject:** **Regional Partnership Amendment No. 1 to Modular Office Building Purchase for Animal Services (All Wards)**

**Recommendation:**

It is recommended that the Mayor and City Council of the City of San Bernardino, California adopt Resolution No. 2024-229:

1. Authorizing the City Manager to Execute Amendment # 1 to the Goods Purchase Agreement with William Scotsman, Inc. in the amount of \$13,132.62 to accommodate a price adjustment to include prevailing wages on the purchase of a modular building for Animal Services, and
2. Authorizing the Director of Finance and Management Services to amend the purchase order to William Scotsman, Inc., in an amount not to exceed \$440,000.00.

**Executive Summary**

It was established that the City of San Bernardino would enter into a Regional Partnership for Animal Services with the Cities of Colton, Fontana, Grand Terrace, Loma Linda and Rialto. In order to accommodate the additional staff and office space necessary to serve the public, the Department received approval from the Mayor and City Council on August 7, 2024, to purchase a modular building for office space and expanded counters to assist residents in Resolution 2024-151. The Department was notified by the vendor after approval of the contract that the quote for purchase did not include the costs of prevailing wages and submitted a revised quote to include this cost, increasing the amount owed to the vendor in the amount of \$13,132.62. The Mayor and City Council previously approved the allocation of funds for site improvements on April 17, 2024, in Resolution 2024-067. These costs will be shared by the contract cities and the City of San Bernardino.

**Background**

Each of the Cities have approved the participation agreements with the City of San Bernardino, effective July 1, 2024. The shelter began accepting animals from the additional cities on July 1, 2024. On April 17, 2024, the Mayor and City Council approved Resolution 2024-067, allocating \$4,000,000.00 for site improvements related to this project. On August 7, the Mayor and City Council approved Resolution 2024-151 for the purchase of a used modular office building.

**Discussion**

Once the Department received approval to move forward with the purchase of the modular building from Mobile Mini, the vendor conducted site visits to finalize placement of the building and ADA ramps. The vendor realized that prevailing wage rates were not included in the original quote due to an oversight by the sales representative. The vendor revised their quote to include these costs and resubmitted the quote to the Department. The revised quote came to a total of \$419,624.65; or an additional cost of \$13,132.65. The Department is requesting the approval of contract amendment #1, increasing the total amount of the contract to a not to exceed total of \$440,000.00 to include the costs related to prevailing wage requirements as well as an additional 5% in contingency funding to cover any other unanticipated costs related to this purchase.

Below is a chart with the breakdown of fees for both quotes.

<b>Mobile Mini Details of Quote Dated 5/9/2024</b>	
4x60 Modular (60x60 Box)	\$324,090.00
Delivery - 12' wide	\$4,125.00
Standard Complex Setup and Anchor Standard	\$14,329.00
Complex Wood Skirting \$4,731	\$4,731
Foundation / Tiedown Plans	\$1,150.00
Ramp / Stair Plans \$950.00	\$950.00
Ramp - Delivery & Installation \$ 1,952.00	\$1,952.00
Title Fee Single Wide	\$300.00
License fee	\$1,235.00
ADA/IBC Switchback Ramp- Custom Sale	\$18,900.00
OSHA Aluminum Steps - Sale	\$950.00
Fuel Surcharge Delivery	\$948.75
CA Transport Delivery Fee	\$125.00
Total without tax	\$373,785.75
Total with tax	<b>\$406,492.00</b>

<b>Revised Quote As of 9/3/2024</b>	
64x60 Modular (60x60 Box)	\$322,090.00
Delivery- 12' wide	\$4,125.00
Foundation/ Tiedown Plans	\$1,150.00
Ramp / Stair Plans	\$950.00
CA Transport Delivery Fee	\$125.00
Title Fee Single Wide	\$300.00
Prev Wage Complex Wood Skirting	\$6,720.00
ADA/ BC Switchback Ramp-Custom Sale	\$18,900.00
OSHA Aluminum Steps - Sale	\$950.00
Fuel Surcharge Delivery	\$948.75
Ramp - Delivery & installation	\$3,290.00
Prev Wage Complex Setup and Anchor	\$25,078.00
License fee	\$1,235.00
Total without tax	\$385,861.75
Total with tax	<b>\$419,624.65</b>

### **2021-2025 Strategic Targets and Goals**

The purchase of a modular office building aligns with Key Target No. 2 Focused Aligned Leadership and Unified Community and Key Target No. 3 Improved Quality of Life. The new kennel buildings will enable us to serve the needs of both our residents and their pets while engaging the community to assist the Department by volunteering, fostering and adopting pets from the shelter.

### **Fiscal Impact**

The fiscal impact for this item is \$20,375.35, including contingency funding. City of San Bernardino's share of this purchase is \$10,900.81 and the regional partners' share is \$9,474.54 allocated as follows based on each city's percentage share of costs:

San Bernardino	53.50%	\$10,900.81
Fontana	24.00%	\$4,890.08
Rialto	14.00%	\$2,852.55
Colton	7.00%	\$1,426.27
Grand Terrace	1.00%	\$203.75
Loma Linda	0.50%	\$101.88
	100.00%	\$20,375.35

There is sufficient budget in the Department's Operating Budget for FY24/25 to fund this agreement. There is no additional impact to the General Fund.

**Conclusion**

It is recommended that the Mayor and City Council of the City of San Bernardino, California adopt Resolution No. 2024-229:

1. Authorizing the City Manager to Execute Amendment # 1 to the Goods Purchase Agreement with William Scotsman, Inc. in the amount of \$13,132.62 to accommodate a price adjustment to include prevailing wages on the purchase of a modular building for Animal Services, and
2. Authorizing the Director of Finance and Management Services to amend the purchase order to William Scotsman, Inc., in an amount not to exceed \$440,000.00.

**Attachments**

Attachment 1	Resolution No. 2024-229
Attachment 2	Original Quote for Building Purchase
Attachment 3	Revised Quote for Building Purchase
Attachment 4	Amendment No.1 to Goods Purchase Agreement
Attachment 5	Original Goods Purchase Agreement
Attachment 6	Single Source Justification

**Ward:**

All Wards

**Synopsis of Previous Council Actions:**

December 6, 2024	Regional Partnership for Animal Services approved by Resolution 2023-188
April 17, 2024	Site Improvement Costs for the Regional Partnership approved by Resolution 2024-067
June 5, 2024	Funding for Animal Services Staffing for the Regional Partnership approved by Resolution
August 7, 2024	Purchase of Modular Office Building approved by Resolution 2024-151