



AGENDA MEMORANDUM

Future Item for the City Council Meeting of April 23, 2013

Action Item for the City Council Meeting of April 30, 2013

DATE: April 23, 2013

TO: Ronald L. Olson, City Manager

FROM: Michael Barrera, Assistant Director of Financial Services
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Lead-Based Paint Hazard Consultant

CAPTION:

Motion approving a service agreement with Jeff Zunker Specialty Products, Inc. dba Astex Environmental Services, San Antonio, Texas for lead-based paint hazard consultant services in accordance with Request for Proposal (RFP) No. BI-0089-13, based on lowest responsible proposer for an estimated annual expenditure of \$57,202. The term of the service agreement will be for twelve months with and an option to extend the agreement for up to two additional twelve month periods, subject to the approval of the contractor and the City Manager or designee. Funds have been budgeted by the Neighborhood Services Department in FY 2012-2013.

PURPOSE:

This contract will provide for hazard consulting services for lead-based paint throughout the year.

BACKGROUND AND FINDINGS:

The Neighborhood Services Department assists homeowners with rehabilitation work using federal funds from the Department of Housing and Urban Development and is required to comply with lead based paint regulations on any house built prior to 1978.

The consultant will perform annual risk assessments on approximately 15 privately owned single family residential houses, where assistance is being provided to the homeowner through the Rehabilitation Loan Program and perform comprehensive lead-based paint inspection on approximately 25 privately owned single family residential houses where assistance is being provided to the homeowner through the Emergency Home Repair Grant Program. If lead is found, the consultant will develop acceptable abatement or interim control specifications for abating lead based paint or reducing identified lead-based paint hazards, perform clearance testing and re-evaluations, project monitoring, provide an Occupant Protection Plan, document

and approve the completion of lead-based paint hazards control activities, and submit close-out documents.

ALTERNATIVES:

Not applicable.

OTHER CONSIDERATIONS:

The contract allows for discounts for multiple orders.

CONFORMITY TO CITY POLICY:

This award conforms to all State statutes and City Policy governing procurement.

EMERGENCY / NON-EMERGENCY:

Non-Emergency

DEPARTMENTAL CLEARANCES:

Neighborhood Services Department

FINANCIAL IMPACT:

☐ Operating ☐ Revenue ☐ Capital X Not applicable

Fiscal Year: 2012-2013	Project to Date Expenditures (CIP only)	Current Year	Future Years	TOTALS
Line Item Budget		\$316,125.00	0	\$316,125.00
Encumbered / Expended Amount		0	0	0
This item		57,202.00	0	57,202.00
BALANCE		\$258,923.00	0	\$258,923.00

Fund(s): CDBG Grants, CC Community Improvement Corporation

Comments: The ongoing contract is contingent upon all future budget appropriations.

RECOMMENDATION:

Staff recommends award of the contract as presented.

LIST OF SUPPORTING DOCUMENTS:

Price Sheet
Service Agreement