



Staff Report

City of Manhattan Beach

TO: Honorable Mayor Tell and Members of the City Council

THROUGH: David N. Carmany, City Manager

FROM: Vince Mastrosimone, Senior Management Analyst

DATE: March 20, 2012

SUBJECT: Resolution Approving Five-Year General Services Agreement with the County of Los Angeles for Miscellaneous County Services on an As Needed Basis

RECOMMENDATION:

Staff respectfully recommends that the City Council adopt Resolution No. 6342 approving the County of Los Angeles General Services Agreement for a five-year period, through June 30, 2017.

FISCAL IMPLICATION:

There are no fiscal impacts associated with this recommendation. Any expenditure made pursuant to this agreement will be considered as part of the annual budget process.

DISCUSSION:

From time to time, the City uses the County of Los Angeles to perform various services. These services include but are not limited to direct assessment collection, traffic signal maintenance, police support services and election services. The General Services Agreement provides the framework permitting the City to use the County for various services as needed. Each of these services has an associated cost subject to the County's rate in effect at the time the service is performed. The City does have other agreements with the County for specific services in addition to this General Services Agreement.

The General Services Agreement was originally adopted by the City Council in 1961 and has been renewed periodically since then. The current five-year agreement was last renewed by the City in 2007 and will expire on June 30, 2012. Staff recommends renewing the General Services Agreement, which is for a new five-year period, to ensure the availability of County services when needed.

Attachments: A. Resolution No. 6342
B. General Services Agreement

RESOLUTION NO. 6342

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF MANHATTAN BEACH, CALIFORNIA, APPROVING A FIVE YEAR GENERAL SERVICES AGREEMENT WITH THE COUNTY OF LOS ANGELES

THE COUNCIL OF THE CITY OF MANHATTAN BEACH DOES HEREBY RESOLVE AS FOLLOWS:

Section 1. The General Services Agreement dated June 1, 2012 as presented to the City Council on March 20, 2012, between the County of Los Angeles and the City of Manhattan Beach is hereby approved ("Agreement").

Section 2. The City Manager or his designee shall administer the terms of the Agreement on behalf of the City.

Section 3. This resolution shall take effect immediately

Section 4. The City Clerk shall certify to the adoption of this resolution.

Section 5. The City Council hereby requests the City Clerk to transmit a certified copy of this resolution along with three original signed Agreements to the County of Los Angeles.

PASSED, APPROVED, and ADOPTED this 20th day of March, 2012.

Ayes:
Noes:
Absent:
Abstain:

NICHOLAS W. TELL, JR.
Mayor, City of Manhattan Beach

ATTEST:

LIZA TAMURA, City Clerk (SEAL)

APPROVED AS TO FORM:



ROXANNE M. DIAZ, City Attorney



County of Los Angeles CHIEF EXECUTIVE OFFICE

Kenneth Hahn Hall of Administration
500 West Temple Street, Room 713, Los Angeles, California 90012
(213) 974-1101
<http://ceo.lacounty.gov>

WILLIAM T FUJIOKA
Chief Executive Officer

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Third District
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Fourth District
MICHAEL D. ANTONOVICH
Fifth District

February 15, 2012

FEB 22 2012

Mr. Dave Carmany
City Manager
City of Manhattan Beach
1400 Highland Avenue
Manhattan Beach, CA 90266

Dear Mr. Carmany:

RENEWAL OF GENERAL SERVICES AGREEMENT

The General Services Agreement (GSA) between your City and the County of Los Angeles will expire on June 30, 2012. To ensure continuation of the County services you are currently receiving, and to offer you the ability to add or augment services in the future, we would like to work with you in renewing this agreement for a five-year period, commencing on July 1, 2012 and running through June 30, 2017.

General Services Agreements have been executed with most cities and a number of public entities within the County. The GSA is general in nature and provides authority for the County to provide the services requested, specifies the method by which a city or other entity requests and pays for a service, and provides for the annual adjustment of rates.

Services provided under the GSA primarily consist of miscellaneous services which cities and other public entities request from the County on an "as-needed" basis. They include functions such as predatory animal control, prosecution of city ordinances, direct assessment collection, and a variety of public works services. In addition, ongoing and specific services, such as law enforcement, public health code enforcement, and animal care and control, are provided by the responsible County departments through Specific Service Agreements (SSAs). Any SSAs between your City and the County of Los Angeles are not affected by renewal of this GSA.

"To Enrich Lives Through Effective And Caring Service"

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Intra-County Correspondence Sent Electronically Only**

Mr. Dave Carmany
February 15, 2012
Page 2

Four copies of the GSA are enclosed for your Council's approval. To allow sufficient time to approve renewal of your City's current GSA prior to its expiration, **please retain one copy for your records and return three original, signed copies with a certified copy of your Council's resolution by no later than Monday, April 23, 2012, to:**

Intergovernmental and External Affairs
Chief Executive Office
723 Kenneth Hahn Hall of Administration
500 West Temple Street
Los Angeles CA 90012
Attention: Debbie Snell

One original will be returned to you upon execution by the Board of Supervisors. If you have any questions about the renewal and approval process or desire additional information, Ms. Snell may be reached at (213) 974-1327 or at dsnell@ceo.lacounty.gov.

We look forward to our continued association and thank you for your efforts.

Sincerely,



RYAN ALSOP
Assistant Chief Executive Officer
Intergovernmental and External Affairs

RA:MR
DLS:sb

Enclosure

GENERAL SERVICES AGREEMENT

THIS GENERAL SERVICES AGREEMENT ("Agreement"), dated for purposes of reference only, June 1, 2012, is made by and between the County of Los Angeles, hereinafter referred to as the "County", and the City of Manhattan Beach, hereinafter referred to as the "City."

RECITALS:

(a) The City is desirous of contracting with the County for the performance by its appropriate officers and employees of City functions.

(b) The County is agreeable to performing such services on the terms and conditions hereinafter set forth.

(c) Such contracts are authorized and provided for by the provisions of Section 56½ of the Charter of the County of Los Angeles and Section 51300, *et seq.*, of the Government Code.

THEREFORE, THE PARTIES MUTUALLY AGREE AS FOLLOWS:

1. The County agrees, through its officers and employees, to perform those City functions, which are hereinafter provided for.

2. The City shall pay for such services as are provided under this Agreement at rates to be determined by the County Auditor-Controller in accordance with the policies and procedures established by the Board of Supervisors.

These rates shall be readjusted by the County Auditor-Controller annually effective the first day of July of each year to reflect the cost of such service in accordance with the policies and procedures for the determination of such rates as adopted by the Board of Supervisors of County.

3. No County officer or department shall perform for said City any function not coming within the scope of the duties of such officer or department in performing services for the County.

4. No service shall be performed hereunder unless the City shall have available funds previously appropriated to cover the cost thereof.

5. No function or service shall be performed hereunder by any County officer or department unless such function or service shall have been requested in writing by the City on order of the City Council thereof or such officer as it may designate and approved by the Board of Supervisors of the County, or such officer as it may designate, and each such service or function shall be performed at the times and under circumstances which do not interfere with the performance of regular County operations.

6. Whenever the County and City mutually agree as to the necessity for any such County officer or department to maintain administrative headquarters in the City, the City shall furnish at its own cost and expense all necessary office space, furniture, and furnishings, office supplies, janitorial service, telephone, light, water, and other utilities. In all instances where special supplies, stationery, notices, forms and the like must be issued in the name of the City, the same shall be supplied by the City at its expense.

It is expressly understood that in the event a local administrative office is maintained in the City for any such County officer or department, such quarters may be used by the County officer or department in connection with the performance of its duties in territory outside the City and adjacent thereto provided, however, that the performance of such outside duties shall not be at any additional cost to the City.

7. All persons employed in the performance of such services and functions for the City shall be County employees, and no City employee as such shall be taken over by the County, and no person employed hereunder shall have any City pension, civil service, or other status or right.

For the purpose of performing such services and functions, and for the purpose of giving official status to the performance hereof, every County officer and employee engaged in performing any such service or function shall be deemed to be an officer or employee of said City while performing service for the City within the scope of this agreement.

8. The City shall not be called upon to assume any liability for the direct payment of any salary, wages or other compensation to any County personnel performing services hereunder for the City, or any liability other than that provided for in this agreement.

Except as herein otherwise specified, the City shall not be liable for compensation or indemnity to any County employee for injury or sickness arising out of his employment.

9. The parties hereto have executed an Assumption of Liability Agreement approved by the Board of Supervisors on December 27, 1977 and/or a Joint Indemnity Agreement approved by the Board of Supervisors on October 8, 1991. Whichever of these documents the City has signed later in time is currently in effect and hereby made a part of and incorporated into this agreement as set out in full herein. In the event that the Board of Supervisors later approves a revised Joint Indemnity Agreement and the City executes the revised agreement, the subsequent agreement as of its effective date shall supersede the agreement previously in effect between the parties hereto.

10. Each County officer or department performing any service for the City provided for herein shall keep reasonably itemized and in detail work or job records covering the cost of all services performed, including salary, wages and other compensation for labor; supervision and planning, plus overhead, the reasonable rental value of all County-owned machinery and equipment, rental paid for all rented machinery or equipment, together with the cost of an operator thereof when furnished with said machinery or equipment, the cost of all machinery and supplies furnished by the County, reasonable handling charges, and all additional items of expense incidental to the performance of such function or service.

11. All work done hereunder is subject to the limitations of the provisions of Section 23008 of the Government Code, and in accordance therewith, before any work is done or services rendered pursuant hereto, an amount equal to the cost or an amount 10% in excess of the estimated cost must be reserved by the City from its funds to insure payment for work, services or materials provided hereunder.

12. The County shall render to the City at the close of each calendar month an itemized invoice which covers all services performed during said month, and the City shall pay County therefore within thirty (30) days after date of said invoice.

If such payment is not delivered to the County office which is described on said invoice within thirty (30) days after the date of the invoice, the County is entitled to recover interest thereon. Said interest shall be at the rate of seven (7) percent per annum or any portion thereof calculated from the last day of the month in which the services were performed.

13. Notwithstanding the provisions of Government Code Section 907, if such payment is not delivered to the County office which is described on said invoice within

thirty (30) days after the date of the invoice, the County may satisfy such indebtedness, including interest thereon, from any funds of any such City on deposit with the County without giving further notice to said City of County's intention to do so.

14. This Agreement shall become effective on the date herein-above first mentioned and shall run for a period ending June 30, 2017, and at the option of the City Council of the City, with the consent of the Board of Supervisors of County, shall be renewable thereafter for an additional period of not to exceed five (5) years.

15. In the event the City desires to renew this Agreement for said five-year period, the City Council shall not later than the last day of May 2017, notify the Board of Supervisors of County that it wishes to renew the same, whereupon the Board of Supervisors, not later than the last day of June 2017, shall notify the City Council in writing of its willingness to accept such renewal. Otherwise such Agreement shall finally terminate at the end of the aforescribed period.

Notwithstanding the provisions of this paragraph herein-above set forth, the County may terminate this Agreement at any time by giving thirty (30) days' prior written notice to the City. The City may terminate this Agreement as of the first day of July of any year upon thirty (30) days' prior written notice to the County.

16. This Agreement is designed to cover miscellaneous and sundry services which may be supplied by the County of Los Angeles and the various departments thereof. In the event there now exists or there is hereafter adopted a specific contract between the City and the County with respect to specific services, such contract with respect to specific services shall be controlling as to the duties and obligations of the parties anything herein to the contrary notwithstanding, unless such special contract adopts the provisions hereof by reference.

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be executed by their duly authorized officers.

Executed this _____ day of _____ 2012.

The City of Manhattan Beach

By _____
Mayor

ATTEST:

City Clerk

THE COUNTY OF LOS ANGELES

By _____
Deputy

By _____
Chairman, Board of Supervisors

ATTEST:

SACHI A. HAMAI
Executive Officer/Clerk
of the Board of Supervisors

By _____
Deputy

APPROVED AS TO FORM:

JOHN F. KRATTLI
Acting County Counsel

By _____
Deputy