

INDIAN WELLS CITY COUNCIL

February 13, 2025



To: City Council
From: Finance Department
Prepared by: Kevin McCarthy, Finance Director
Subject: **Council Member Taylor Request to Place a Discussion Item on a Future City Council Agenda – Reduce the Current Request for Proposal (RFP) Cycle for Certain Professional Service Agreements**

RECOMMENDED ACTIONS:

Council **DISCUSSES** and provides **DIRECTION** on Council Member Taylor's request to place a discussion to reduce the current Request for Proposal (RFP) Cycle for Certain Professional Service Agreements item on a future City Council agenda; and

FINDS the project to be exempt from the provisions of the California Environmental Quality Act (CEQA) pursuant to Section 15060.

BACKGROUND:

Pursuant to Section 2.06.040 of the City Council Policy Manual, Council Member Taylor seeks to initiate a discussion regarding a potential amendment to the City's Fiscal Procedures Manual.

Additionally, the Indian Wells City Council Policy Manual Section 3.01.030 addresses the process for a Council Member to request items for placement on the City Council Agenda.

Section 3.01.030 PLACING ITEMS ON AGENDA. A Council member may request an Item be considered on a future agenda, verbally during a City Council meeting or by informing the City Manager. The request shall be submitted wherever reasonably possible at 14 calendar days in advance of a Council meeting. The item will be agendized at the next regularly scheduled meeting for consideration by the Council under the Council Reports section of the agenda with the initiating Council member's name. The Council Member may, at their discretion, prepare a written report.

The proposed amendment would reduce the current Request for Proposal (RFP) cycle for certain professional service agreements from five (5) years to three (3) years, as recently recommended during the League of California Cities Annual Conference. This revision

would apply specifically to professional service agreements that include a recurring monthly retainer, encompassing—but not limited to—legal services, landscape maintenance, legislative consulting, marketing, and tourism-related services, janitorial services, street sweeping services, and certain maintenance services.

Council Member Taylor has identified several key objectives for this proposal, including:

- Enhancing competition among service providers
- Encouraging innovation by facilitating more frequent market entry
- Ensuring fiscal responsibility through periodic renegotiation and cost containment

Council Member Taylor requests that the City Council consider this matter for discussion. In accordance with the Council Policy Manual, should the Council express interest, staff will prepare and present this item for formal consideration at a future City Council meeting.

CALIFORNIA ENVIRONMENTAL QUALITY ACT (CEQA):

This action has been reviewed per the authority and criteria contained in the California Environmental Quality Act (CEQA), the State and local CEQA Guidelines, and the City's environmental regulations. The City, acting as the Lead Agency, determined that this resolution is not subject to CEQA pursuant to Sections 15060(c)(2), 15060(c)(3), and 15061(b)(3) of the State CEQA Guidelines, because it will not result in a direct or reasonably foreseeable indirect physical change to the environment as there is no possibility that the action would result in a significant environmental impact, and because it does not constitute a "project" as defined in Section 15378 of the State CEQA Guidelines, California Code of Regulations, Title 14, Chapter 3.