

City of Sacramento

Legislation Text

File #: 2019-01018, **Version:** 1

Title:

Professional Services Agreements: On-Call Title and Escrow Services

File ID: 2019-01018

Location: Citywide

Recommendation:

Pass a Motion authorizing the City Manager or the City Manager's designee to execute two professional services agreements for on-call title and escrow services, each in an amount not to exceed \$500,000 for the three-year term, with Fidelity National Title Company and Placer Title Company.

Contact: Richard Sanders, Facilities and Real Property Superintendent, (916) 808-7034; James Christensen, Facilities Manager, 916-808-5863, Department of Public Works

Presenter: None

Attachments:

- 1-Description/Analysis
- 2-Professional Services Agreement - Fidelity National Title Company
- 3-Professional Services Agreement - Placer Title Company

Description/Analysis

Issue Detail: The Department of Public Works, Facilities and Real Property Division requires title and escrow services to enable property research, sales, and acquisitions for City actions such as leasing and capital improvement projects. On-call professional services agreements can provide timely and efficient services. City staff will typically assign work on a rotational basis, providing that consultants are assigned properties which are appropriate to each consultant's expertise over the three-year agreement term.

Policy Considerations: The recommendation in this report is in accordance with City Code Section

3.64 regarding agreements for professional services.

Economic Impacts: None

Environmental Considerations: California Environmental Quality Act (CEQA): Approval of the professional service agreements does not constitute a project under CEQA pursuant to CEQA Guidelines section 15378(b)(2) because the requested action amounts to continuing administrative activities and general policy and procedure making.

Sustainability: None

Commission/Committee Action: None

Rationale for Recommendation: On January 16, 2019, the Department of Public Works issued a Request for Qualifications (RFQ) No. Q19014541002 for title and escrow on-call professional services. A total of three responses were received.

The results of RFQ No. Q19014541002 are listed in the table below.

Firm	Rank	LBE
Fidelity National Title Company	1	Yes
Placer Title Company	2	Yes
First American Title Company	3	Yes

A selection committee comprised of City staff from the Department of Public Works reviewed and ranked the proposals. The top two ranked firms are recommended for an agreement.

Financial Considerations: Purchase orders encumbering funds under these agreements will be created when projects and funding are identified. Funding for each purchase order will be provided to staff prior to using each agreement. Each agreement will be in a not-to-exceed amount of \$500,000 over the three-year term.

Local Business Enterprise (LBE): Fidelity National Title Company and Placer Title Company are both LBEs.