



Weekly Management Report

June 7, 2019

- 1. Notice** Planning Board Meeting of June 10, 2019 has been Cancelled.
Community Development Department

- 2. Update** Animal Shelter Remediation
Public Works Department



CITY OF BURBANK
COMMUNITY DEVELOPMENT DEPARTMENT

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PLANNING BOARD MEETING OF JUNE 10, 2019 HAS BEEN CANCELLED.

ADMINISTRATION

818.238.5176



BUILDING

818.238.5220



HOUSING, ECONOMIC DEVELOPMENT
& SUCCESSOR AGENCY

818.238.5180



PLANNING

818.238.5250



SECTION 8 & CDBG

818.238.5160



TRANSPORTATION

818.238.5270



CITY OF BURBANK Public Works STAFF REPORT

DATE: May 31, 2019

TO: Ron Davis, City Manager

FROM: Marnell Gibson, Public Works Director
By: Mihran Sarkisian, Assistant Public Works Director – Fleet and Building

SUBJECT: CITY MANAGER TRACKING LIST No. 2200 - UPDATE ON ANIMAL SHELTER REMEDIATION

PURPOSE

To update the Council on Burbank Public Work's (PW) progress on rodent control and remediation at the Animal Shelter.

BACKGROUND

Rodent activity at the Animal Shelter was reported by the Burbank Police Department (BPD) to PW on September 17, 2018. Upon investigation, PW discovered a severe infestation in the attic of the administration building. Additionally, multiple access points were found on the roof and around the buildings.

DISCUSSION

Original Scope of Work:

- Temporarily relocate Animal Shelter staff during remediation.
- Seal all identified openings. Conduct regular monitoring to assess effectiveness of actions taken and adjust accordingly.
- Increase the extermination services from once a month to once a week.
- Remove all contaminated and compromised materials and surfaces.
- Renovate impacted areas.

The initial estimate for the duration of this project was six months with a cost estimate of \$195,000.

Added Scope:

- Provide a larger temporary office trailer to house the relocated Animal Shelter staff during remediation.
- Increase the extermination services from once a week to twice a week.

- Request assistance from Los Angeles County Vector Management Program to provide professional assistance with inspections, identifying possible points of entry, direction on housekeeping measures, and methods to seal entry points and install exterior barriers.
- Implement the County's recommendations including discovery and sealing of additional entry points for the kennel and cat room, removal of vegetation, interior/exterior housekeeping improvements performed by the Animal Shelter staff, effective trapping of rodents, and removal of additional wall and ceiling surfaces.
- In early March termites were discovered and the entire facility was tented for extermination. As a result of this activity nine dead rodents were discovered which prompted a reinspection to identify and seal additional points of entry.
- Perform additional odor mitigation efforts in the lunch room and cat room.

Ongoing monitoring has shown no evidence of rodent activity in the administration building since the April 19th inspection.

Work in Progress:

- PW is replacing ceilings, walls, blinds, and flooring where needed, mitigating odor issues, completing interior/exterior painting and addressing all remaining details before re-opening the Shelter administration building and cat room.
- Contractor will perform final remediation cleanup.
- Regular extermination inspections and reporting at two inspections are being conducted weekly and will decrease in frequency when deemed appropriate.
- PW and Animal Shelter staff are developing standard procedures for routine inspection programs to monitor for signs of rodent activity and continuation of good housekeeping measures.

SCHEDULE

Although the work was initially expected to be completed in six months (mid-March), the additional scope of work has extended the duration for an additional seven months. Completion of this project is currently estimated for the Fall 2019.

FISCAL IMPACT

Original estimated cost of this project was \$195,000. To date PW has spent approximately \$200,000 on this cleanup effort, and it is expected to spend an additional \$100,000 to complete the project. Additionally, PW has incurred costs of approximately \$18,000 on 540 internal labor hours on this effort and it is estimated that an additional 240 hours will be needed to complete the project.

CONCLUSION

Note and file.

cc: Scott LaChasse, Police Chief
Eric Deroian, Police Captain Support Services