TO: HONORABLE CITY COUNCIL

ATTN: FINANCE COMMITTEE

FROM: CITY MANAGER DEPARTMENT: ADMINISTRATIVE SERVICES

DATE: MAY 22, 2007 CMR:242:07

SUBJECT: APPROVAL OF 2007-09 CONTRACT SCOPES OF CONSULTANT SERVICES AGREEMENTS GREATER THAN $85,000

RECOMMENDATION

Staff recommends that the Finance Committee review the contract scopes of service of 2007-09 consultant services agreements greater than $85,000 and provide input for Council consideration during the 2007-09 Budget process. (Attachment 1)

DISCUSSION

The Purchasing Manual provides that as part of the budget process, the Finance Committee approves the scope of services for Capital Improvement Program (CIP) consultants over $85,000. This requirement applies to feasibility studies and design or engineering services for a General Fund capital improvement program.

The report excludes recurring, routine service-related agreements such as testing or maintenance contracts, environmental assessments paid by developers, contract agreements for legal service, and Enterprise Fund and Internal Service Fund capital projects.

Detailed descriptions of the proposed projects are attached as exhibits to this report to allow the Finance Committee the opportunity to review and raise questions before commencement of any work on the proposed project. Once Council approves the scope of work of a project, staff will not materially change the scope unless it returns to Council for approval.

RESOURCE IMPACT

Approval of this recommendation will have no fiscal impact to the City. Funding for the consultant contracts of these projects is included in the 2007-09 budget.
POLICY IMPLICATIONS

This recommendation does not represent any changes to City policies.

ENVIRONMENTAL REVIEW

This recommendation is categorically exempt from the Requirements of the California Environmental Quality Act (CEQA) under Section 15301, existing facilities.

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CITY MANAGER APPROVAL: 

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ATTACHMENTS

Attachment 1 – 2007-09 Summary of Consultant Agreements Greater than $85,000
- Exhibit A - Public Safety Building (PE-98020)
- Exhibit B – Cubberley Turf Renovation Design (PE-07007)
- Exhibit C – Civic Center Infrastructure Improvements (PF-01002)
- Exhibit D – El Camino Real/Stanford Avenue Streetscape and Intersection Improvement (PL-07002)