June 13, 2011

To: Honorable Mayor Gayle McLaughlin
    Members of the City Council

From: Finance, Administrative Services and Economic Development Committee

SUBJECT: SUMMARY
Finance, Administrative Services and Economic Development Committee
Friday, June 10, 2011 9:16 a.m.

Attendance: Present: Chair Beckles and Member Rogers
Absent: None

FINANCE, ADMINISTRATIVE SERVICES AND ECONOMIC DEVELOPMENT COMMITTEE

CONSENT CALENDAR

CONSIDER: recommending that the City Council approve of a sole source contract with the Richmond Main Street Initiative (RMSI) in the amount of $200,000 for a term of July 1, 2011 through June 30, 2012, including the cost of initiating a Business Improvement District for the Main Street area of Downtown Richmond - Community & Economic Development Agency (Steve Duran / Thomas Mills / Janet Johnson - 307-8140).

OUTCOME: A motion by Councilmember Rogers, seconded by Chair Beckles, recommended approval of the contract.

CONSIDER: recommending approval of a contract with Liebert Cassidy Whitmore MP, in an amount of $150,000 to continue contract negotiations, legal consultation and employee training for the period July 1, 2011 through December 31, 2012 - City Attorney's Office (Randy Riddle 620-6509).

OUTCOME: A motion by Councilmember Rogers, seconded by Chair Beckles, recommended approval of the contract.

ROUTINE ITEMS

REVIEW: of the City's check register - Finance Department (James Goins 620-6742).

No discussion.

No discussion.

CONTRACTS & PAYMENTS

CONSIDER: recommending that the Housing Authority Board of Commissioners adopt a resolution authorizing the Executive Director to execute a contract with BBJ Electric to provide a fire alarm system and standpipe upgrade for the Nevin Plaza Senior Public Housing Development for a cost of $682,811. This procurement process has been reviewed and approved by the Department of Housing and Urban Development (HUD) - Richmond Housing Authority (Tim Jones 621-1310).

OUTCOME:
A motion by Councilmember Rogers, seconded by Chair Beckles, recommended adoption of the resolution.

CONSIDER: recommending approval of Contract Amendment No. 2 with New Image Landscape Company for an additional $163,000 for vegetation management control needed in the Point Molate facilities and beach area. The original contract will expire on June 30, 2011. This contract amendment will make a new total contract amount not to exceed $285,000 and the contract term will be extended to June 30, 2012 - Public Works Department (Yader A. Bermudez 231-3008).

OUTCOME:
A motion by Councilmember Rogers, seconded by Chair Beckles, recommended approval of the contract.

CONSIDER: recommending approval of a contract with Trans Metro, Inc. in an amount not to exceed $210,330 to provide transportation shuttle services in support of clean air policies, using funds received from the Bay Area Air Quality Management District (BAAQMD) - City Manager's Office (Bill Lindsay 620-6512).

OUTCOME:
A motion by Councilmember Rogers, seconded by Chair Beckles, recommended approval of the contract.

CONSIDER: recommending approval of a construction contract to perform the Traffic Study Improvements Project for FY2010-11, with Republic ITS, the lowest responsive bidder, in an amount not to exceed $231,363, including contingency and city-controlled reserve - Engineering Services (Edric Kwan / Steven Tam 307-8112).

OUTCOME:
A motion by Councilmember Rogers, seconded by Chair Beckles, recommended approval of the contract.
CONSIDER: recommending approval of a contract amendment with DP Security, LLC (DP Security), to provide security services to 440 Civic Center Plaza and 450 Civic Center Plaza, in an amount not to exceed $450,000 for a period from July 1, 2011 through June 30, 2012 - Community & Economic Development (Steve Duran 307-8140).

OUTCOME:
A motion by Councilmember Rogers, seconded by Chair Beckles, recommended approval of the contract.

ADMINISTRATION, FISCAL POLICY & COUNCIL DIRECTED POLICY

CONSIDER: recommending the write-off of delinquent, uncollectible accounts receivable in the amount of $1,402,944.88 as recommended by the Finance Department staff - Finance Department (James Goins/Antonio Banuelos 620-6741).

OUTCOME:
A motion by Councilmember Rogers, seconded by Chair Beckles, recommended approval of the write-offs.

CONSIDER: recommending adoption of an ordinance (first reading) establishing the fees as outlined in the proposed Master Fee Schedule and adoption of a resolution setting the dollar amount for the new fees and adjusting the dollar amount for current fees - Finance Department (James Goins/Antonio Banuelos 620-6741).

OUTCOME:
A motion by Councilmember Rogers, seconded by Chair Beckles, recommended that the recreation fees be removed from the schedule when this matter goes to the City Council for approval.

REVIEW AND DISCUSSION: of the City's Pavement Program - Engineering Services (Edric Kwan/Tawfic Halaby 621-1612).

Removed from the agenda.

CONSIDER: recommending adoption of a resolution authorizing the transfer of cash from various funds that have been closed or that have a reduced fund balance to the Capital Reserves in the aggregate amount of $4,288,619.65 – Finance Department (James Goins 620-6740).

A motion by Councilmember Rogers, seconded by Chair Beckles, recommended adoption of the resolution.
**DISCUSSION:** of ways to provide better and increased services through finding new revenue sources, obtaining organizational efficiencies, and redirecting existing sources of funding – City Council (Councilmember Rogers 620-6581).

_No discussion._

**OPEN FORUM/PUBLIC COMMENT**

_No speakers._

_The meeting adjourned at 10:11 a.m._