

September 16, 2013

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, September 13, 2013, 10:15 a.m.

Present: Chair Beckles and Member Rogers

CONSENT CALENDAR & CONTRACTS & PAYMENTS

A motion by Member Rogers, seconded by Chair Beckles recommended approval to the City Council of all items below:

1. Consider recommending approval of a partially grant-funded second amendment to the contract with Straight Talk on Prison, Inc. to provide academic program coordination services for the YouthWORKS Division of Employment & Training. The contract will be increased by \$55,000 for an amount not to exceed \$104,700, and the term of the contract will be extended to September 30, 2014.
2. Consider recommending (1) adoption of a resolution authorizing the issuance and sale of Tax and Revenue Anticipation Notes and appointing Tamalpais Advisors Inc., as Financial Advisor and (2) approving a contract in the amount of \$34,000 with Tamalpais Advisors to serve as Financial Advisor.
3. Consider recommending adoption of a joint resolution by the Richmond City Council and the Successor Agency to the Richmond Community Redevelopment Agency approving and authorizing the execution of the Eighth Amendment to the Construction Agreement between the City of Richmond and C. Overaa and Company for the Transit Village Parking Structure, increasing the as-amended authorized expenditures amount by \$799,714 for a total of \$25,685,094.

B. ROUTINE ITEMS

There was no discussion on the following items, approved by a motion by Councilmember Beckles, seconded by Councilmember Rogers:

1. Review of the Richmond Housing Authority monthly financials and check register.
2. Review of the City's check register.
3. Review of the City's Investment Report and Cash Balance Report for the month of May 2013.
4. Review of the City's Investment Report and Cash Balance Report for the month of June 2013 - Finance Department (James Goins 620-6740).

C. CONTRACTS & PAYMENTS

1. Consider recommending adoption of a resolution approving an amendment to the contract with Harris Electric to provide as-needed high voltage and major electrical contract services for an amount not to exceed \$75,000 per year over a three year period with two one-year options to extend.

Public Works Director, Yader Bermudez, gave an overview of the matter. Chair Beckles asked if this is the most cost effective way to perform the work. Mr. Bermudez replied that the services would only be as-needed and an employee would be more expensive to hire.

OUTCOME:

A motion by Councilmember Rogers, seconded by Chair Beckles, recommended adoption of the resolution to the full City Council.

2. Consider recommending approval of a grant-funded contract with Nelson\Nygaard, for an amount not to exceed \$272,500, to prepare the South Richmond Transportation Connectivity Plan.

Planning Director, Richard Mitchell, and Planner Lina Velasco gave an overview of the matter.

OUTCOME:

A motion by Councilmember Rogers, seconded by Chair Beckles, recommended approval of the contract to the full City Council.

3. Consider recommending approval of an amendment to the existing contract with A-N West, Inc. Consulting Engineers to provide on-call plan review support services in the Department of Planning and Building, increasing the amount by \$250,000 to an amount not to exceed \$595,000, and extending the term to December 30, 2015.

Planning Director, Richard Mitchell, gave an overview of the matter. Chair Beckles asked why a full time employee cannot be hired to perform the plan reviews. Mr. Mitchell replied that the department may not always need full time plan checking services and can have flexibility to utilize the plan checker when there is demand for the services.

OUTCOME:

A motion by Councilmember Rogers, seconded by Chair Beckles, recommended approval of the contract to the full City Council.

4. Consider recommending approval of the qualified consultant list generated from the Request for Proposals to provide grant writing, grant seeking, or other grant-related services to City department(s) on an as-needed basis for Fiscal Year 2013-2014 through Fiscal Year 2015-2016, with two one year extensions upon approval of the City Manager's office, with a not to exceed contract amount of \$125,000 per consultant per year.

OUTCOME:

A motion by Councilmember Rogers, seconded by Chair Beckles, recommended approval of the list to the full City Council.

OPEN FORUM/PUBLIC COMMENT

None.

ADJOURNMENT

There being no further business, the meeting adjourned at 11:02 p.m.