

**CITY OF RICHMOND
FINANCE, ADMINISTRATIVE SERVICES AND ECONOMIC
DEVELOPMENT STANDING COMMITTEE**

COUNCILMEMBER BECKLES, Chair

COUNCILMEMBER ROGERS

**NOTICE OF A SPECIAL MEETING
OF THE
FINANCE, ADMINISTRATIVE SERVICES, and ECONOMIC DEVELOPMENT
STANDING COMMITTEE**

**Friday, July 12, 2013
10:00 a.m.**

NOTICE IS HEREBY GIVEN THAT A SPECIAL MEETING of the Finance, Administrative Services and Economic Development Committee will be held Friday, July 12, 2013, at 10:00 a.m., in the City Council Chambers, 440 Civic Center Plaza, Richmond, California.

THE PURPOSE OF THE MEETING IS AS FOLLOWS:

A. CONSENT CALENDAR

1. **CONSIDER**: recommending approval of a contract with Architects MA to provide architectural and engineering services for the Family Justice Center project in an amount not to exceed \$144,500, and for a term from August 2013 to December 2014 - Police Department (Chief Chris Magnus 621-1802).
2. **CONSIDER**: recommending approval of an amendment to the standing purchase order with Bay Area Barricade for procuring traffic signs and lines materials, increasing the not to exceed amount by \$50,000 for a total of \$100,000 during fiscal year 2013-14, and including an option to extend this purchase order at \$100,000 per year for an additional two years - Public Works Department (Yader A. Bermudez 231-3008).
3. **CONSIDER**: recommending approval of a second amendment to a three year (2010-2013) contract with Du-All Safety, LLC, exercising a contract option to extend safety program compliance services for one year covering FY 2013-2014 in an amount not to exceed \$117,308 - Human Resources (Kim Greer 620-6605).
4. **CONSIDER**: recommending adoption of a resolution approving and authorizing the Housing Director to execute an amendment to a contract with Holland and Knight LLP increasing the contract amount by an additional \$75,000 in funding to provide environmental legal services for the Miraflores Housing Development - Housing and Community Development (Patrick Lynch 307-8140).

B. ROUTINE ITEMS

1. **REVIEW**: of the City's Investment Report and Cash Balance Report for the month of April 2013 - James Goins (Finance Department 620-6740).
2. **REVIEW**: of the City's check register - Finance Department (James Goins 620-6740).
3. **REVIEW**: of the Richmond Housing Authority monthly financial reports and check register - Richmond Housing Authority (Tim Jones 621-1310).

C. CONTRACTS & PAYMENTS

1. **CONSIDER**: recommending adoption of a resolution approving amendments to contracts with Eagle Environmental Construction (EEC) for 1) abatement, demolition, and historic structures relocation increasing the amount by \$100,000 to a total of \$4,465,000, and (2) soil remediation activities, increasing the amount by \$1,200,000 to a total amount of \$2,499,987; and with PES Environmental, Inc. acting as the City of Richmond's owner's representative providing project oversight and monitoring, increasing the contract amount by \$700,000 to a total amount of \$1,400,000. The requested amendments will also extend contract terms to December 2015 - Housing and Community Development (Patrick Lynch 307-8140).
2. **CONSIDER**: recommending adoption of a resolution approving a grant funded contract with Vallier Design Associates Inc. to provide professional landscape and architectural design, engineering, project, and construction management services for the Miraflores Sustainable Community Greenbelt project as part of the Miraflores Housing Development. The contract amount is \$450,000 and the term is through June 30, 2015 - Housing and Community Development (Patrick Lynch 307-8140).
3. **CONSIDER**: recommending approval of a grant funded construction contract with Chrisp Company for construction of the Barrett Avenue Bike Lanes - Garrard Boulevard to San Pablo Avenue in the amount of \$352,845, with an additional City-controlled construction contingency not to exceed 10% of the contract cost, for a total budget of \$388,130 - Engineering Services Department (Andy Yeung/Tawfic Halaby 621-1612).
4. **CONSIDER**: recommending approval of a construction contract with W.R. Forde Associates in the amount of \$384,540, with a City-administered contingency and reserve not to exceed \$76,908, for the Bay Trail Gap Closure Ferry Point/Shipyard 3 Project - Engineering Services Department (Alan Wolken/Joel Camacho 307-8091).

**D. ADMINISTRATION, FISCAL POLICY & COUNCIL DIRECTED
POLICY**

1. **ACKNOWLEDGE**: receipt of the Richmond Library and Cultural Services Department internal audit report as prepared by Kevin W. Harper, the responses to audit recommendations provided by Library staff, and an implementation status update - Library and Cultural Services (Katy Curl 620-6554).
2. **REVIEW**: the internal system of financial controls for CAL-Card use - Finance Committee (James Goins 620-6740).

OPEN FORUM/PUBLIC COMMENT

Diane Holmes
City Clerk

COMMUNICATION ACCESS INFORMATION:

This meeting is being held in a wheelchair accessible location. To request disability-related accommodation(s) to participate in the meeting, including auxiliary aids or services, please contact Bruce Soublet, ADA Coordinator, at (510) 620-6509, at least three business days before the meeting date.