



# REPORT TO COUNCIL

## City of Sacramento

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915 I Street, Sacramento, CA 95814-2671  
www.cityofsacramento.org

CONSENT  
October 18, 2005

Honorable Mayor and  
Members of the City Council

**Subject:** Supplemental Agreement for Consulting Services

**Location/Council District:** All

**Recommendation:** Staff recommends adoption of the attached resolution authorizing the City Manager to execute a supplemental agreement for City Manager Agreement #2004-302 for temporary Design Review services with Raney Management & Planning, Inc. in the total amount of \$143,400.

**Contact:** Luis R. Sanchez, AIA, Design Review Director, 808-5957; David Kwong, Principal Planner, 808-2691

**Presenters:** Luis R. Sanchez, AIA, Design Review Director, 808-5957; David Kwong, Principal Planner, 808-2691

**Department:** Development Services

**Division:** Planning

**Organization No:** 4871

### **Summary:**

The attached resolution authorizes the City Manager to approve a supplemental agreement for consulting services. This service will allow the Development Services Department to maintain adequate support service levels for Design Review.

**Committee/Commission Action:** None

### **Background Information:**

The use of consultants provides flexibility in meeting support service demand levels. During the last few years, as work levels have steadily increased, it has become increasingly important and necessary to utilize consultants to provide assistance for Design Review.

In 2004, the Development Services Department entered into a contract with Raney Planning & Management, Inc., to provide a consultant to assist in the review of staff



level Design Review projects. Due to increasing workloads, the agreement was increased in 2005. Currently one consultant is being utilized to assist with staff level Design Review. The Development Services Department has projected a need for the consultant through fiscal year 2005-2006, based on workload and current staffing levels. As additional approved Design Review staff positions are filled throughout the remainder of the fiscal year, consultant assistance will not be needed to provide project support.

**Financial Considerations:**

The expenditures related to the recommended supplemental agreement total \$143,400. Sufficient funding exists in the Development Services Department Fiscal Year 05-06 operating budget.

Agreement's original not-to-exceed amount:	\$20,000
Supplemental Agreement #1:	9,600
Supplemental Agreement #2:	60,800
Total Prior Agreements:	90,400
Proposed Supplemental Agreement #3:	<b>53,000</b>
<b>Total</b>	<b>\$143,400</b>

**Environmental Considerations:**

There are no environmental considerations associated with this report.

**Policy Considerations:**

This request to adopt the attached resolution is in accordance with policy requiring City Council approval of all contracts over \$100,000.

**Emerging Small Business Development (ESBD):**

Raney Planning and Management is currently not certified as an emerging small business by the City, but has been encouraged to seek certification for any future contracts.

Subject: Supplemental Agreement for Consulting Services

October 18, 2005

Respectfully submitted by:   
Carol Shearly  
Interim Planning Director,  
Planning Division

Recommendation Approved:

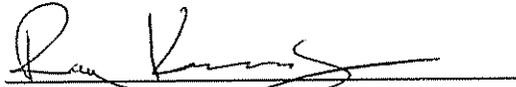
  
For ROBERT B. THOMAS  
City Manager

Table of Contents:  
Pg 1-3 Report  
Pg 4 Resolution

**RESOLUTION NO:**

Adopted by the Sacramento City Council

On Date of: \_\_\_\_\_

**RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A  
SUPPLEMENTAL AMENDMENT TO CITY MANAGER AGREEMENT #2004-302  
FOR A TOTAL AMOUNT NOT TO EXCEED \$143,400.00**

**BACKGROUND**

- A. In 2004, the Development Services Department entered into a contract with Raney Planning & Management, Inc., to provide a consultant to assist in the review of staff level Design Review projects. Due to increasing workloads, the agreement was increased in 2005. Currently one consultant is being utilized to assist with staff level Design Review. The Development Services Department has projected a need for the consultant through fiscal year 2005-2006, based on workload and current staffing levels.

The City Manager and Council find that:

1. The use of consultants provides flexibility in meeting support service demand levels.
2. As additional approved Design Review staff positions are filled throughout the remainder of the fiscal year, consultant assistance will not be needed to provide project support.

**BASED ON THE FACTS SET FORTH IN THE BACKGROUND, THE CITY COUNCIL  
RESOLVES AS FOLLOWS:**

- Section 1. The City Manager is authorized to execute a consultant service agreement supplemental to City Manager Agreement #2004-302 with Raney Planning and Management, Inc., in a total amount not to exceed \$143,400 for consulting services.