REPORT TO COUNCIL
City of Sacramento

915 I Street, Sacramento, CA 95814-2604
www. CityofSacramento.org

CONSENT
August 22, 2006

Honorable Mayor and
Members of the City Council

Title: Supplemental Agreement for intern services with the Community College Foundation

Location/Council District: Citywide

Recommendation:

Adopt a **Resolution** 1) authorizing the execution of a supplemental agreement to City Agreement No. 2002-0958 for intern services with the Community College Foundation increasing the not to exceed amount from $210,000 to $303,000 and extending the term of the agreement from June 30, 2006 to June 30, 2007; and 2) authorizing the City Manager to execute the supplemental agreement.

Contact: Frances Chong, Administrative Officer, 808-5010; Greg Schulte, Program Manager, 808-7116
Presenters: Not Applicable
Department: Development Services
Division: Administration
Organization No: 4811

Description/Analysis:

Issue: The supplemental Agreement would allow the City to continue the use of intern services for the Department. Currently the Department utilizes interns in the Geographic Information Systems (GIS) unit of the Administration Division, and also in the Customer Services Division.

Policy Considerations: The use of interns allows staff to be more timely, responsive and efficient in the various projects related to the development process, thereby resulting in an increase in economic activity that is consistent with the City Council's Policy Goals of economic development, sustainability and livability, and safe and affordable housing.

Commission/Committee Action: Not Applicable

Environmental Considerations: Under the California Environmental Quality Act (CEQA) Guidelines, administration of a Supplemental Agreement does not constitute a project and is therefore exempt from review.

Rationale for Recommendation: The purpose of this Supplemental Agreement is to allow the City to continue the use of intern support services without interruption to the current workload of assignments. The continued use of intern services helps each intern/student gain vital work experience and training that will help prepare them for the workforce after graduation.

Financial Considerations: The expenditures related to the recommended supplemental agreement total $93,000. Sufficient funding exists in the Development Services Department for FY 2006/07 operating budget. Additional expenditure authority is not requested as part of this proposal. There is no impact on the General Fund.

Emerging Small Business Development (ESBD): City Council adoption of the attached resolution is not affected by City policy related to the ESBD Program.

Respectfully submitted by: _____
Greg Schulte
Administration Division Manager

Respectfully Submitted by: _____
William A. Thomas
Director of Development Services

Recommendation Approved:

_____
for RAY KERRIDGE
City Manager

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Attachment 1

RESOLUTION NO.

Adopted by the Sacramento City Council

Date

AUTHORIZING THE CITY MANAGER TO EXECUTE THE SUPPLEMENTAL AGREEMENT FOR INTERN SERVICES WITH COMMUNITY COLLEGE FOUNDATION

BACKGROUND

A. On November 20, 2002, a professional services agreement was entered into with the Community College Foundation for student intern support. The Development Services Department continues to use the intern service contract in order to give the City flexibility in meeting service demand levels.

B. The Development Services Department desires to make an effort to provide career goals and opportunities for professional growth for students who will soon enter the workforce.

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

Section 1. A supplemental agreement to City Agreement No. 2002-0958 to change the maximum not-to-exceed amount from $210,000 to $303,000 and to extend the terms of the agreement from June 30, 2006 to June 30, 2007 is approved.

Section 2. The City Manager is authorized to execute the supplemental agreement.