



REPORT TO COUNCIL City of Sacramento

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

CONSENT
June 26, 2007

Honorable Mayor and
Members of the City Council

Title: Supplemental Agreement: Student Intern Services for Fiscal Year 2007/08

Location/Council District: Citywide

Recommendation:

Adopt a **Resolution** authorizing the City Manager or the City Manager's designee to execute Supplemental Agreement No. 1 with the Community College Foundation (CCF) in an amount not to exceed \$210,000.

Contact: Peter Jensen, Supervising Financial Analyst, 808-3135

Presenters: None

Department: General Services

Divisions: Business Operations, Animal Care, Fleet Management, Facilities and Real Property Management

Organization No's: 3112, 3174, 3259, 3281

Description/Analysis:

Issue: The department has a need for temporary administrative and technical support, and the use of student interns provides flexibility in meeting service demand levels. The student intern program through CCF provides valuable training and experience that has enabled many student interns to become City employees.

On August 15, 2006, the City Council adopted Resolution No. 2006-594 that suspended competitive bidding as in the best interest of the City and authorized the City Manager to execute a professional services agreement with the CCF in an amount not to exceed \$210,000. The recommended supplemental agreement with CCF (City Agreement No. 2006-0897) will provide for student intern services through fiscal year (FY) 2007/08.

Policy Considerations: The recommendation in this report is consistent with the provisions of City Code section 3.64.040.

Committee/Commission Action: Not applicable

Environmental Considerations: This report concerns administrative activities that will not have any significant effect on the environment, and do not constitute a "project" as defined by California Code of Regulations, Title 14, Sections 15061(b)(3) and 15378(b).

Rationale for Recommendation: The student intern program through CCF is a cost-effective means of obtaining temporary administrative and technical support.

Financial Considerations: The Department of General Services assesses its need for student intern services each year. This action provides for the FY2007/08 anticipated support. Supplemental Agreement No. 1 with CCF for FY2007/08 student intern services will be funded by the department's operating budget by each division according to its share of these services.

Emerging Small Business Development (ESBD): CCF is not a certified small business enterprise. Through the third quarter of FY2006/07 the Department of General Services has achieved an ESBD percentage of 65%.

Respectfully Submitted by: 
Reina J. Schwartz
Director, Department of General Services

Recommendation Approved:


for Ray Kerridge
City Manager

Table of Contents:

Report Pg 1

Attachments

1 Resolution Pg 3

RESOLUTION NO.

Adopted by the Sacramento City Council

June 26, 2007

AUTHORIZE THE CITY MANAGER OR THE CITY MANAGER'S DESIGNEE TO EXECUTE SUPPLEMENTAL AGREEMENT NO. 1 WITH THE COMMUNITY COLLEGE FOUNDATION IN AN AMOUNT NOT TO EXCEED \$210,000

BACKGROUND

- A. The Department of General Services has a need for temporary administrative and technical support, and the use of student interns provides flexibility in meeting service demand levels.
- B. The student intern program through the Community College Foundation (CCF) is a cost-effective means of obtaining temporary administrative and technical support.
- C. On August 15, 2006, the City Council adopted Resolution No. 2006-594 that suspended competitive bidding as in the best interest of the City and authorized the City Manager to execute a professional services agreement (City Agreement No. 2006-0897) with the CCF in an amount not to exceed \$210,000.

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

- Section 1. The City Manager or the City Manager's designee is authorized to execute Supplemental Agreement No. 1 with the CCF in an amount not to exceed \$210,000.