



REPORT TO COUNCIL

City of Sacramento

915 I Street, Sacramento, CA 95814-2671
[www. CityofSacramento.org](http://www.CityofSacramento.org)

CONSENT
 January 10, 2006

Honorable Mayor and
 Members of the City Council

Subject: Approval of Supplemental Agreement No. 1 to City Manager Agreement #2005-0537 With Mason-Smith Success Strategies

Location/Council District: Citywide

Recommendation:

Council adoption of resolution authorizing the City Manager to execute a supplement to City Manager Agreement #2005-0537 with Mason-Smith Success Strategies (Laura Mason-Smith) for an additional \$9,500 for providing additional leadership and management development training for a total contract amount of \$108,300.

Contact: Art Gee, Operations Manager, 808-5945; Janis Franklin, Program Specialist, 808-7705

Presenters: Not Applicable

Department: Development Services

Division: Administration

Organization No: 4811

Summary:

The attached resolution authorizes the City Manager to approve a supplemental agreement for consultant services to provide additional leadership and management development training for the Development Services Department, a key component for the effective transition of new managers.

Committee/Commission Action: None

Background Information:

In November 2003, the department contracted with Mason-Smith Success Strategies to conduct interdepartmental team building. Subsequently, three separate workshops were held to:

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- provide opportunities for discussion and input by staff of ways to improve the development system
- identify common mission and goals
- understand the Development Oversight Commission's (DOC) relationship to the department and its purpose, goals and progress
- understand and respect the purpose, structure and functions of all divisions within the department and our relationship with our partners in other City departments
- identify next steps in the organizational process

In June 2005, the department contracted with Mason-Smith Success Strategies to provide leadership and management development. Approximately halfway through the training, it became apparent that, due to recent appointments of management and supervisory staff and restructuring of part of the department, additional training would be needed. This additional leadership and management development training will build on the accomplishments of the workshops and provide training for the successful transition of the management and leadership staff to a cohesive, dynamic team.

Financial Considerations:

Sufficient funds exist for this supplement in the DOC's budget: Fund 258, Organization Q301.

Environmental Considerations:

There are no environmental considerations associated with this report.

Policy Considerations:

This request to adopt the attached resolution is in accordance with the policy recommended by the Mayor's Commission to contract out workload that cannot be performed by City employees. It is also in accordance with policy requiring City Council approval of all contracts exceeding \$100,000.

Emerging Small Business Development (ESBD):

Mason-Smith Success Strategies is currently certified with the City of Sacramento as a small business.

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Respectfully Submitted by:


for

Apt Gee
Operations Manager

Approved by:


for

William Thomas
Development Services Director
Development Services Department

Recommendation Approved:



RAY KERRIDGE
Interim City Manager

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RESOLUTION NO.

Adopted by the Sacramento City Council

January 10, 2006

RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A SUPPLEMENTAL AGREEMENT TO CITY MANAGER AGREEMENT #2005-0537 WITH MASON-SMITH SUCCESS STRATEGIES FOR A TOTAL AMOUNT NOT TO EXCEED \$108,300

BACKGROUND

- A. In June 2005, the Development Services Department entered into a contract with Mason-Smith Success Strategies (Laura Mason-Smith) to provide leadership and management development. Due to recently appointed management and supervisory staff and the restructuring of part of the Department, it is necessary to increase the agreement by \$9,500 to a total of \$108,300 to cover the additional training.
- B. The City Manager and Council find that this request to adopt this resolution is in accordance with the policy recommended by the Mayor's Commission to contract out workload that cannot be performed by City employees. It is also in accordance with policy requiring City Council approval of all contracts exceeding \$100,000.

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 #2005-0537 with Mason-Smith Success Strategies in a total amount not to exceed \$108,300 for leadership and management development.

Adopted by the City of Sacramento City Council on date by the following vote:

Clerk will insert the Vote Here