

CITY OF OAKLAND MEMORANDUM

TO: Rules & Legislation Committee
 ATTN: Assistant to the City Manager
 FROM: Name Deborah R. Liu
 Phone No. (510) 238-2368
 Address/Agency/Dept CMO-Equal Access
 DATE: February 19, 2004

SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM

TITLE: A RESOLUTION AUTHORIZING THE CITY MANAGER TO AMEND A PROFESSIONAL SERVICES CONTRACT WITH INTERNATIONAL CONTACT, INCORPORATED IN AN AMOUNT NOT TO EXCEED SEVEN HUNDRED AND FIFTY THOUSAND DOLLARS (\$750,000), FOR TRANSLATION OF CITY OF OAKLAND'S WRITTEN MATERIALS AND VOICE RECORDINGS (CITYLINE) AND AUTHORIZING TO EXECUTE A THREE AND A HALF-YEAR EXTENSION TO THE CONTRACTED PERIOD FROM FEBRUARY 2004 TO JUNE 2007.

SCHEDULING RECOMMENDATION:

- A. Committee Finance and Management
 (Please specify Committee Committees meet 2nd & 4th Tuesdays)
- City Council Redevelopment Agency
 (Council/Agency meets on 1st, 3rd, and 5th Tuesdays)
- B. Meeting Date: March 9, 2004

Is there a statutory, regulatory, financial or grant deadline? Specify:

Is a staff report required/requested?

What is the fiscal impact on the City/Agency?

The proposed amended contract is for an additional \$750,000 over a three and a half-year period (\$250,000 per year fiscal year, FY 2004-05, FY 2005-06 and FY 2006-07). Funding for the contract has been approved in the FY 2005-05 Adopted Policy Budget and should meet mid-year needs in FY 03-04 and FY 2004-05. The CMO-Equal Access Office would request funding during the FY 2005-07 budget development process to cover year's two and three of the extension.

If the ten-day (Sunshine Ordinance) agenda deadline cannot be met, please indicate reason:

- Item constitutes an "emergency" (Crippling disaster, work stoppage or other activity which severely impacts public health and/or safety)
- It was not reasonably possible to place the proposed item on the two-week agenda AND any of the following exist:
 - Item requires immediate action to avoid a substantial adverse impact if action is deferred to a subsequent special or regular meeting;
 - Item requires immediate action relating to federal or state legislation;
 - Item requires immediate action relating to eligibility for a grant or gift; OR

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