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September 11, 2007

FINANCE AND MANAGEMENT COMMITTEE  
OAKLAND CITY COUNCIL  
OAKLAND, CALIFORNIA

**RE: Resolution Waiving the Competitive Request for Proposal Process for an Increase in Scope of Services and Price to the Agreement with Sjoberg Evashenk Consulting for Audit Services**

Dear Chairperson Quan and Members of the Committee:

A resolution has been prepared authorizing a waiver of the competitive Request for Proposal process for additional work to be added to the agreement with Sjoberg Evashenk Consulting for audit services.

Proposals were solicited from several firms qualified to perform strategic planning and auditing services in February of 2007. Sjoberg Evashenk Consulting was selected as the firm best qualified to provide the services and the City Administrator approved the contract on March 5, 2007. At the request of the City Auditor, Sjoberg Evashenk Consulting commenced an audit of the City's payroll system. During this audit, Sjoberg Evashenk Consulting identified certain issues that indicated that the audit scope should be expanded and alternative and additional testing approaches applied. This proposed resolution waives the competitive Request for Proposal process for the additional work, therefore allowing the City Auditor to authorize a contract amendment expanding the scope of services to be performed and increasing the price accordingly.

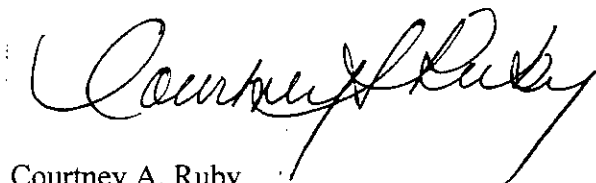
It is in the City's best interest to waive the competitive Request for Proposal for the additional work because the work is integral to the work already completed by Sjoberg Evashenk Consulting, Inc. and the hiring of a new consultant would result in unnecessary administrative burden, duplicative work and unnecessarily increase the cost of the work.

Item: \_\_\_\_\_  
Finance and Management Committee  
September 11, 2007

**ACTION REQUESTED BY THE CITY COUNCIL**

The City Auditor requests that the City Council authorize the proposed resolution waiving the competitive Request for Proposal process to increase the scope of services and price to the agreement with Sjoberg Evashenk Consulting for audit services.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Courtney A. Ruby". The signature is written in a cursive, flowing style.

Courtney A. Ruby  
CITY AUDITOR

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

Approved as to Form and Legality

  
Oakland City Attorney's Office

# OAKLAND CITY COUNCIL

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Resolution No. \_\_\_\_\_ C.M.S.

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## RESOLUTION WAIVING THE COMPETITIVE REQUEST FOR PROPOSAL PROCESS FOR AN INCREASE IN SCOPE OF SERVICES AND PRICE TO THE AGREEMENT WITH SJOBERG EVASHENK CONSULTING FOR AUDIT SERVICES

**WHEREAS**, the City Auditor wishes to increase the scope of services to include additional audit work and increase the contract to \$85,000.00 and extend time to cover the additional work; and

**WHEREAS**, the it is in the City's best interests to waive the competitive Request for Proposal process for the additional work because the work is integral to the work already completed by Sjoberg Evashenk Consulting, Inc. and the hiring of a new consultant would result in paying for duplicative work and unnecessarily create an administrative burden and increase the costs of the work; and

**WHEREAS**, the City Auditor wishes to obtain a waiver of the Request for Proposal process for the additional work proposed; now, therefore, be it

**RESOLVED**: That pursuant to Oakland Municipal Code section 2.04.051.B and based on the reasons set forth in the agenda report accompanying this item, the City Council finds and determines that it is in the best interests of the City to waive the request for proposal process for the increased scope of work and price to be added to the contract with Sjoberg Evashenk Consulting; and be it

**FURTHER RESOLVED**: That, upon such waiver, the City Auditor may otherwise amend the contract with Sjoberg Evashenk Consulting, Inc. to add work and increase the contract in accord with her purchase authority set forth in Oakland Municipal Code Section 2.04.021, pursuant to City of Ordinance No. 12820 C.M.S, adopted July 3, 2007.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - BRUNNER, KERNIGHAN, NADEL, QUAN, BROOKS, REID, CHANG AND  
PRESIDENT DE LA FUENTE

NOES -  
ABSENT -  
ABSTENTION -

ATTEST:

\_\_\_\_\_  
LATONDA SIMMONS  
City Clerk and Clerk of the Council of  
the City of Oakland, California