

CITY OF OAKLAND
MEMORANDUM

FILED
OFFICE OF THE CITY CLERK
OAKLAND

gmb

TO: Rules & Legislation Committee
ATTN: Assistant to the City Manager
FROM: Name Yvetteh Ortiz-Rios
Phone No. 238-7206
Address/Agency/Dept Public Works Agency/Transportation Services Div.
DATE: June 14, 2004
SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM

2004 JUN 16 PM 2:17

TITLE: Resolution Authorizing the City Manager to Enter into a Professional Services Agreement with DKS Associates for Design Services for the Citywide Pedestrian Safety Program (City Project No. C188510) for an Amount Not to Exceed One Hundred Three Thousand One Hundred and Forty Dollars (\$103,140)

SCHEDULING RECOMMENDATION:

A. Committee Public Works Committee
(Please specify Committee. Committees meet 2nd & 4th Tuesdays)

 City Council Redevelopment Agency
(Council/Agency meets on 1st, 3rd, and 5th Tuesdays)

B. Meeting Date: 7-13-04

Is there a statutory, regulatory, financial or grant deadline? Specify:
Is a staff report required/requested? Yes

What is the fiscal impact on the City/Agency? The professional services agreement with DKS Associates will be for an amount not to exceed \$103,140. This amount includes a contingency in the amount of \$13,450, which is 15 percent. Funding to cover this cost is available from the Municipal Improvement Capital Fund (5500), Capital Improvement Projects – Transportation Services Organization (92246), and Citywide Pedestrian Safety Program (C188510).

There will be minimal additional operation and maintenance costs as a result of this project.

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
 Item is ceremonial.

Explain why item could not have been placed on the 10-day agenda:

A separate request must be completed for each item for scheduling. Requests must be submitted in **electronic format** by 6:00 P.M. of the Tuesday preceding the relevant Rules & Legislation Committee meeting.
Attach any supporting documentation.