

**CITY OF OAKLAND  
MEMORANDUM**

**TO:** Rules & Legislation Committee  
**ATTN:** Assistant City Manager  
**FROM:** Name: Ann Clevenger for Claudia Cappio  
Phone No: EXT. x2229  
Address/Agency/Dept: Community & Economic Development Agency

**DATE:** June 7, 2004

**SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM**

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**TITLE :** A report and adoption of a Resolution to amend a professional services contract between the City of Oakland and Origins Design Network to perform residential design review services, to extend the contract until the previously contract funds are depleted (no increase to the contract amount).

**ACTION REQUESTED:** Schedule for CEDA committee consideration of a proposed contract amendment, prior to City Council consideration. The purpose of this action is to enable staff to use previously approved contract funds until they are depleted. There are approximately \$12,000 remaining since the previously approved time period ended on April 30, 2004, and the contract work is not completed, so staff is seeking to use the remaining funds until they are depleted.

**SCHEDULING RECOMMENDATION:**

☐ A. Community & Economic Development Committee – July 13, 2004

City Council:

Redevelopment Agency:

B. Meeting Date:

Is a staff report required/requested? Yes.

What is the fiscal/financial impact of item on the City/Agency? None.

**Please indicate why the two-week (Sunshine Ordinance) agenda deadline cannot be met:**

*Non-controversial and routine (i.e., ceremonial presentations)*

*Item referred for action by the City Council or \_\_\_\_\_ Committee*

*Item constitutes an emergency (Crippling disaster, work stoppage or other activity which severely impacts public health and/or safety)*

*Item is time-sensitive and/or action is required to avoid substantial adverse fiscal impact*

*Item relates to state/federal legislation which requires the City to take a position in a timely manner*

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

04-0542