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CITY OF OAKLAND
MEMORANDUM

FILED
OFFICE OF THE CITY CLERK
OAKLAND

2004 JAN 14 AM 10: 53

TO: **Rules & Legislation Committee**
ATTN: **Assistant to the City Manager**
FROM: **Name** Bruce Saunders, Equipment Services Manager
Phone No. 615-5480
Address/Agency/Dept PWA, Maintenance Services, Equipment Division
DATE: January 14, 2004

SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM

TITLE: Resolution Authorizing A Professional Services Agreement With The International Boulevard Merchants Association For Sidewalk Cleaning Services In An Amount Not To Exceed $45,000

SCHEDULING RECOMMENDATION:
Reschedule from January 27, 2004 to Pending/No Specific Date

A. Committee __Public Works_____
(Please specify Committee. Committees meet 2nd & 4th Tuesdays)

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

B. Meeting Date: _____

Is there a statutory, regulatory, financial or grant deadline? Specify: No

Is a staff report required/requested? Yes

What is the fiscal impact on the City/Agency? There is no fiscal impact.

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 by **6:00 P.M.** of the **Tuesday** preceding the relevant Rules & Legislation Committee meeting.

Revised 5/16/03

04-0065