

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

2008 DEC -4 PM 3:08

# CITY OF OAKLAND

## AGENDA REPORT

TO: Office of the City Administrator  
ATTN: Dan Lindheim  
FROM: Budget Office  
DATE: December 16, 2008

RE: **Resolution Authorizing the City Administrator to Award and Execute a Two-Year Contract with Francisco & Associates, Inc. in an Amount Not to Exceed \$143,000 to Perform Engineering Services for the Landscaping and Lighting Assessment District (LLAD), the Wildfire Prevention Assessment District (WPAD), the Emergency Services Retention Act of 1997 (Measure M), the Paramedic Services Act of 1997 (Measure N), the Library Services Retention and Enhancement Act of 1994 (Measure Q), the Violence Prevention and Public Safety Act of 2004 (Measure Y) and the Rockridge Library Community Facilities District of 1992 for the Fiscal Years 2009-10 and 2010-11, and Authorizes the City Administrator to Extend the Contract for Two Additional Years Without Return to Council**

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### SUMMARY

Staff recommends that the City Council approve the attached resolution, which accomplishes the following:

1. Authorizes the City Administrator to award and execute a contract with Francisco & Associates, Inc. for FY 2009-10 and FY 2010-11, for mandated district engineering services in an amount not-to-exceed \$143,00.00 (\$71,500 per year), with an option to extend the contract for an additional two years for FY 2011-12 and FY 2012-13.
2. Designates Francisco & Associates, Inc. as the Engineer of Work for the Landscaping and Lighting Assessment District (LLAD), the Wildfire Prevention Assessment District, the Emergency Medical Services Retention Act of 1997 (Measure M), the Paramedic Services Act of 1997 (Measure N), the Library Services Retention and Enhancement Act of 2004 (Measure Q – approved in 1994 as Measure O and extended in 2004 as Measure Q), the Violence Prevention and Public Safety Act of 2004 (Measure Y) and the Rockridge Community Facilities District for FY 2009-10 and FY 2010-11.
3. Determines a contract period of January 1, 2009 through December 31, 2010.
4. Authorizes the City Administrator to direct Francisco & Associates, Inc. to file an annual report for the Landscaping and Lighting Assessment District with the City Clerk in accordance with the provisions of the Landscaping and Lighting Act of 1972, specifically Section 22622 of the California Streets and Highways Code.
5. Authorizes the City Administrator to direct Francisco & Associates, Inc. to file an annual report for the Wildfire Prevention Assessment District with the City Clerk in accordance with the provisions

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Finance & Management Committee  
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of Section 50078 of the California Government Code, per the Oakland Fire Suppression, Prevention and Preparedness District Ordinance (2003).

### **FISCAL IMPACT**

Approval of this resolution authorizes the City Administrator to award and execute a contract in the amount of \$71,500.00 per year for assessment district engineering services. In total, the special district assessments and tax levies generate approximately \$55.3 million in revenue annually.

The two-year funding for this contract resides within each respective district's annual budget as follows:

Landscaping and Lighting Assessment District (Fund 2310):	40,839
Wildfire Prevention Assessment District (Fund 2321):	25,524
Measure M - Emergency Medical Services Retention Act (Fund 2412):	8,168
Measure N - Paramedic Services Act (Fund 2250):	8,168
Measure Q - Library Services Retention and Enhancement Act (Fund 2240):	25,524
Measure Y - Violence Prevention and Public Safety Act (Fund 2251)	25,524
Rockridge Library Community Facilities District (Fund 5130):	6,126
Total:	143,000

### **BACKGROUND**

The voters of the City of Oakland approved the Landscaping and Lighting Assessment District in 1989, the Wildfire Prevention Assessment District in 2004, the Emergency Medical Services Retention Act (Measure M) in 1997, the Paramedic Services Act (Measure N) in 1997, the Library Services Retention and Enhancement Act (Measure Q - approved in 1994 as Measure O and extended in 2004 as Measure Q), the Violence Prevention and Public Safety Act (Measure Y) in 2004 and the Rockridge Community Facilities District in 1992.

Each special district utilizes direct benefit assessments and provides a funding source to the City of Oakland for specific activities as follows:

- Landscaping and Lighting Assessment District (LLAD) funds maintenance and improvements of open space, park grounds and structures, and street lighting in the City of Oakland. The LLAD is subdivided into two residential districts and three non-residential districts. This district includes approximately 106,000 parcels and generates approximately \$18.1 million in annual assessment revenue. The district does not have a sunset date.

- Wildfire Prevention Assessment District expands vegetation management and fire prevention programs in the fire-prone Oakland hills. This district includes approximately 25,000 parcels and generates approximately \$1.8 million in annual assessment revenue. The district will sunset on July 1, 2014 unless re-approved by property owners within the district.
- Emergency Medical Services Retention Act of 1997 (Measure M) pays for emergency dispatch and medical services in the City of Oakland. Measure M replaced funding from a previous assessment invalidated by Proposition 218. This citywide special tax generates approximately \$1.7 million annually. This act does not have a sunset date.
- Paramedic Services Act of 1997 (Measure N) pays for paramedic emergency services in the City of Oakland. This citywide special tax generates approximately \$1.3 million annually. The act does not have a sunset date.
- Library Services Retention and Enhancement Act of 2004 (Measure Q) pays for library services. Measure Q extends the Library Services Retention and Enhancement Act of 1994 (Measure O), keeping all provisions of the original 1994 parcel tax unchanged. This citywide special tax generates approximately \$12.4 million annually. The measure will sunset on July 1, 2024 unless the City Council submits to the voters of the City of Oakland a ballot measure to extend the tax and the voters approve this extension.
- Violence Prevention and Public Safety Act of 2004 (Measure Y) provides community policing, violence prevention services, and fire services. This citywide special parcel tax levy generates approximately \$12.8 million in annual revenue. Additional revenue from the parking tax surcharge is expected to generate \$7.2 million. This Act was approved by over two-thirds of Oakland voters in the November 2004 General Election. It will sunset on January 1, 2015 unless the City Council submits to the voters of the City of Oakland a ballot measure to extend the tax and the voters approve this extension.
- Rockridge Library Community Facilities District of 1992 pays for construction and operation of the Rockridge Branch Library. This district includes approximately 3,880 parcels and generates approximately \$135,000 in annual assessment revenue. The district will sunset on July 1, 2020.

## KEY ISSUES AND IMPACTS

The City's current Assessment Engineering contract expires in December 2008. Staff issued a Request for Proposals (RFP) in Fall 2008. Foremost in the contractor's responsibility is the maintenance and updating of the respective district assessment and special tax levy data pursuant to existing methodology and in accordance with governing statutes.

An announcement of the RFP period was distributed to all 139 engineering services firms on the list maintained by the Department of Contracting and Purchasing (DCP). A notice was also published in

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the Oakland Tribune. Copies of the full RFP were made available to all respondents who requested one. Information about the pre-proposal conference was included in the RFP. The pre-proposal conference was held on October 23, 2008, by DCP and the Budget Office, and was attended by representatives of four firms.

On October 31, 2008, the Budget Office received responses to the RFP from three firms: MMS Design Associates, Francisco & Associates, Inc., and Milani & Associates. All of these firms provide assessment engineering services for municipalities and special districts throughout California.

The City Administrator's Contract Compliance and Employment Services Division reviewed each proposal for compliance with the City's required minimum rate of participation for Local and Small Local Business Enterprises (L/SLBEs; please see Attachment A). Contract Compliance determined that only Francisco & Associates met the minimum participation requirements by identifying opportunities for a designated City of Oakland L/SLBE to conduct field research within its bid.

All three firms that bid were qualified to perform the services specified in the RFP, and were invited to interview in order to address general questions related to how each would implement their proposed scopes of work. Interview panelists included representatives from the Budget Office, Fire Services Agency and the Public Works Agency.

Based on the firm's proposal, presentation, prior work quality and references, staff recommends award of the FY 2009-11 district engineering services contract to Francisco & Associates, Inc. Please see Attachment B for the committee's evaluation criteria and evaluation ratings.

## **PROJECT DESCRIPTION**

As required by the legislation approving each district, a professional engineer must be retained to delineate the parcels included within the boundaries of the districts to determine the land uses and assessment rates for each parcel in the districts, to develop the Assessment Roll annually for the County Assessor, and to assist with any informational requests required by the City or any citizen or property owner relating to the districts. For the LLAD, the requirement of a District Engineer of Work is further mandated by the California Streets and Highways Code, Sections 22500, et seq., known as the Landscaping and Lighting Act of 1972, which enabled the creation of the City of Oakland Landscaping and Lighting Assessment District.

Upon completion of an Engineer's Report for the districts, the Oakland City Council annually conducts a public hearing to provide an opportunity for any interested person to be heard. At the conclusion of the public hearing, the City Council can adopt a resolution confirming the levy of assessments as proposed in the Engineer's Report, or as modified. Following the adoption of the resolution, the final Assessment roll will be prepared and filed with the Alameda County Assessor's Office to be included in the FY 2009-10 tax roll and FY 2010-11 tax roll respectively.

The final Assessment roll for the FY 2009-10 property tax roll is due to the County in August of 2009. The final Assessment roll for the FY 2010-11 property tax roll is due to the County in August of 2010.

Staff evaluated the possibility of performing the work in-house. While a number of City employees meet the Registered Engineer requirement, none have the special tax fiscal expertise and experience required to complete the work. Additionally, performing the work in-house would require to the City to take measures such as establishing a support network for specialized financial analysis and acquiring an in-depth knowledge of the assessor's database, to name a few.

### **EVALUATION OF PAST PERFORMANCE**

Over the past seven years, Francisco & Associates, Inc. has done a commendable job as the City's District Engineer. The team has completed the past scopes of work in a timely manner, delivering superior results in accordance with the City requirements and within budget. The firm has proven that it can provide the requisite property assessment data to the Alameda County Auditor in the shortest amount of time and at the least cost, given its familiarity with the data. This aspect of Francisco & Associates ability is critical given the impact of these assessments on the City's budget, as Alameda County allows for no exception in a municipality's submittal of its final revised assessment roll.

### **SUSTAINABLE OPPORTUNITIES**

Entering into contract with Francisco & Associates, Inc. enables the City to comply with the legislative mandates to retain a professional engineer for the districts. In doing so, the City directly and indirectly maintains economic, environmental, and social equity opportunities as follows:

**Economic:** The funding provided by the districts contributes to the City of Oakland's ability to protect its assets and retain employees that provide the operations and maintenance services for the districts' activities.

**Environmental:** The funding provided by the districts enables the City of Oakland to maintain and enhance the City's street lighting, open space and parklands, as well as to protect its fire-prone brush areas.

**Social Equity:** The funding provided by the districts enables the City of Oakland to enhance access to public spaces and facilities.

## DISABILITY AND SENIOR CITIZEN ACCESS

The funding provided by the districts enables the City of Oakland to enhance access to public spaces and facilities.

## RECOMMENDATION(S) AND RATIONALE

Staff recommends that the City Council approve the resolution authorizing the City Administrator to execute the contractual agreement with Francisco & Associates, Inc. for a two-year period in an amount not to exceed \$143,000 to perform engineering services for the Landscaping and Lighting Assessment District, the Wildfire Prevention Assessment District, the Emergency Medical Services Retention Act of 1997 (Measure M), the Paramedic Services Act of 1997 (Measure N), the Library Services Retention and Enhancement Act of 2004 (Measure Q), the Violence Prevention and Public Safety Act of 2004 (Measure Y) and the Rockridge Library Community Facilities District for Fiscal Years 2009-10 and 2010-11, with an option to extend the contract for two additional years.

## ACTION REQUESTED OF THE CITY COUNCIL

Staff requests that Council authorize the City Administrator to award and execute the aforementioned contract.

Respectfully submitted,

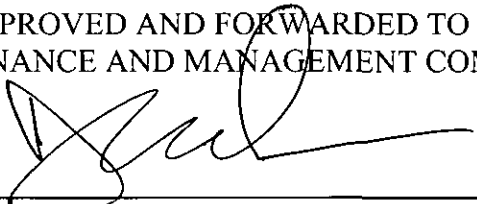


SARAH T. SCHLENK

Budget Director

Prepared by: Gilbert Garcia, Assistant Budget Director  
City Administrator's Budget Office

APPROVED AND FORWARDED TO THE  
FINANCE AND MANAGEMENT COMMITTEE:



Office of the City Administrator

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Finance & Management Committee  
December 16, 2008

# Memo



## Department of Contracting and Purchasing

Social Equity Division

To: Gilbert Garcia, Project Manager  
 From: Sophany Hang, Acting Contract Compliance Officer  
 Through: Deborah Barnes, Director, DC&P  
 Shelley Darenburg, Sr. Contract Compliance Officer *S. Darenburg*  
 CC: Gwen McCormick, Contract Administration Supervisor  
 Date: November 19, 2008  
 Re: RFP to Provide Engineering Services Assessment Districts

The Department of Contracting and Purchasing (DCP), Division of Social Equity, reviewed three (3) proposals in response to the above referenced project. Below is the outcome of the compliance evaluation for the minimum 20% Local and Small Local Business Enterprise (L/SLBE) participation requirement, and a preliminary review for compliance with the Equal Benefits Ordinance (EBO).

Below are the results of our findings:

Responsive		Proposed Participation				Earned Credits and Discounts			Banked Credits Eligibility	EBO Compliant? Y/N
Company Name	Original Bid Amount	Total LBE/SLBE	LBE	SLBE	Trucking	Total Credited participation	Earned Credits	Adjusted Bid Amount		
Francisco & Associates, Inc.	NA	20%	0%	20%	NA	20%	2 points	NA	0 point	Y

**Comments:** As noted, the above firm met the minimum 20% L/SLBE participation requirement. The firm is EBO compliant

Non-Responsive		Proposed Participation				Earned Credits and Discounts			Banked Credits Eligibility	EBO Compliant? Y/N
Company Name	Original Bid Amount	Total LBE/SLBE	LBE	SLBE	Trucking	Total Credited participation	Earned Credits	Adjusted Bid Amount		
MMS Design Associates	NA	0%	0%	0%	NA	0%	0 points	NA	0 points	N
MEM Engineering, Inc. dba Milani & Associates	NA	0%	0%	0%	NA	0%	0 points	NA	0 points	N

**Comments:** As noted, the above firms failed to meet the minimum 20% L/SLBE participation requirement. Therefore, they are deemed non-responsive at this point in the process. As this is a negotiated agreement, the firm could revise its team and meet L/SLBE participation requirements. MMS failed to submit a Schedule E (Project Consultant Team Listing) therefore compliance cannot be determined. MMS Design Associates and MEM Engineering, Inc. dba Milani & Associates are not EBO compliant. They will have to come into compliance prior to contract execution in order to be considered for award.

Should you have any questions you may contact Sophany Hang at (510) 238-3723.

DEPARTMENT OF CONTRACTING AND PURCHASING



Social Equity Division

PROJECT COMPLIANCE EVALUATION FOR :

Project No. NA

RE:

**Request for Proposals to Provide Engineering Services Assessment Districts**

**CONSULTANT/CONTRACTOR: Francisco & Associates, Inc.**

<u>Engineer's Estimate:</u>	<u>Contractors' Bid Amount</u>	<u>Over/Under Engineer's</u>
NA	NA	NA

<u>Bid discounted amount:</u>	<u>Discount/Preference Points:</u>
N/A	0

1. Did the 20% local/small local requirement apply: YES

2. Did the contractor meet the 20% requirement YES

a) % of LBE	0%
b) % of SLBE	20%

3. Did the contractor receive bid discount/preference points? YES

(If yes, list the points received) 2 points

5. Additional Comments.

6. Date evaluation completed and returned to Contract Admin./Initiating Dept.

11/19/2008

Date

Reviewing  
Officer:

John Hung

Date: 11/19/08

Approved By:

Shelley Qarensburg

Date: 11/19/08



## LBE/SLBE Participation Francisco & Associates, Inc.

Project Name: Request for Proposals to Provide Engineering Services Assessment Districts

Project No.:		Engineer's Estimate				Under/Over Engineers Estimate:					
Discipline	Prime & Subs	Location	Cert. Status	LBE	SLBE	Total LBE/SLBE %	Total Percentages	For Tracking Only			
								Ethn	MBE	WBE	
PRIME Temporary Staffing	Francisco & Associates, Inc. Career Alliance	San Ramon	UB				80%	C			
		Oakland	CB		20%	20%	20%	AA	20%		
<b>Project Totals</b>				0%	20%	20%	100%		20%	0%	
<b>Requirements:</b> The 20% requirements is a combination of 10% LBE and 10% SLBE participation. An SLBE firm can be counted 100% towards achieving 20% requirements.				LBE 10%	SLBE 10%	TOTAL LBE/SLBE 20%	TOTAL	<b>Ethnicity</b> AA = African American A = Asian C = Caucasian H = Hispanic NA = Native American O = Other NL = Not Listed			
<b>Legend</b>	LBE = Local Business Enterprise SLBE = Small Local Business Enterprise Total LBE/SLBE = All Certified Local and Small Local Businesses NPLBE = NonProfit Local Business Enterprise NPSLBE = NonProfit Small Local Business Enterprise				UB = Uncertified Business CB = Certified Business MBE = Minority Business Enterprise WBE = Women Business Enterprise						

**DEPARTMENT OF CONTRACTING AND PURCHASING**



**Social Equity Division**

**PROJECT COMPLIANCE EVALUATION FOR :**

**Project No. NA**

**RE:**

**Request for Proposals to Provide Engineering Services Assessment Districts**

**CONSULTANT/CONTRACTOR: MEM Engineering Inc., dba Milani & Associates**

<u>Engineer's Estimate:</u>	<u>Contractors' Bid Amount</u>	<u>Over/Under Engineer's Estimate</u>
NA	NA	NA

<u>Bid discounted amount:</u>	<u>Discount/Preference Points:</u>
N/A	0

- 1. Did the 20% local/small local requirement apply: **YES**
- 2. Did the contractor meet the 20% requirement **NO**
  - a) % of LBE **0%**
  - b) % of SLBE **0%**

3. Did the contractor receive bid discount/preference points? **NO**  
 (If yes, list the points received) **0 points**

5. Additional Comments.

**Firm failed to meet the minimum 20% L/SLBE participation requirement. Therefore, they are deemed non-responsive.**

6. Date evaluation completed and returned to Contract Admin./Initiating Dept.

11/19/2008

Date

Reviewing

Officer:

Stephen Hung

Date:

11/19/08

Approved By:

Shelley Darenburg

Date:

11/19/08

# LBE/SLBE Participation

## MEM Engineering Inc., dba Milani & Associates

Project Name: Request for Proposals to Provide Engineering Services Assessment Districts

Project No.:		Engineer's Estimate				Under/Over Engineers Estimate:						
Discipline	Prime & Subs	Location	Cert. Status	LBE	SLBE	Total LBE/SLBE %	Total Percentages	For Tracking Only				
								Ethn.	MBE	WBE		
PRIME	MEM Engineering Inc., dba Milani & Associates	Concord	UB				77%	NL				
A.D. Engineering	Dave Olson	Oakland	UB				3%	NL				
A.D. Engineering	SIA	Oakland	UB				20%	NL				
<b>Project Totals</b>						0%	0%	0%	100%	NL	0%	0%
<b>Requirements:</b> The 20% requirements is a combination of 10% LBE and 10% SLBE participation. An SLBE firm can be counted 100% towards achieving 20% requirements.				LBE 10%	SLBE 10%	TOTAL LBE/SLBE 20%	TOTAL	<b>Ethnicity</b> AA = African American A = Asian C = Caucasian H = Hispanic NA = Native American O = Other NL = Not Listed				
<b>Legend</b>	LBE = Local Business Enterprise SLBE = Small Local Business Enterprise Total LBE/SLBE = All Certified Local and Small Local Businesses NPLBE = NonProfit Local Business Enterprise NPSLBE = NonProfit Small Local Business Enterprise				UB = Uncertified Business CB = Certified Business MBE = Minority Business Enterprise WBE = Women Business Enterprise							



**DEPARTMENT OF CONTRACTING AND PURCHASING**

**Social Equity Division**

**PROJECT COMPLIANCE EVALUATION FOR :**

Project No. NA

RE:

**Request for Proposals to Provide Engineering Services Assessment Districts**

**CONSULTANT/CONTRACTOR: MMS Design Associates**

<u>Engineer's Estimate:</u>	<u>Contractors' Bid Amount</u>	<u>Over/Under Engineer's Estimate</u>
NA	NA	NA
<u>Bid discounted amount:</u>	<u>Discount/Preference Points:</u>	
N/A	0	

1. Did the 20% local/small local requirement apply: **YES**

2. Did the contractor meet the 20% requirement **NO**

a) % of LBE participation **0%**

b) % of SLBE participation **0%**

3. Did the contractor receive bid discount/preference points? **NO**

(If yes, list the points received) **0 points**

5. Additional Comments.

**Firm failed to submit a Schedule E (Project Consultant Team Listing) and compliance cannot be determined. Therefore, they are deemed non-responsive.**

6. Date evaluation completed and returned to Contract Admin./Initiating Dept.

11/19/2008

Date

Reviewing Officer: Stephy Hung

Date: 11/19/08

Approved By: Shelley Darenburg

Date: 11/19/08

## LBE/SLBE Participation MMS Design Associates

Project Name: Request for Proposals to Provide Engineering Services Assessment Districts

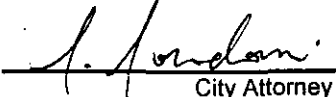
Project No.:	NA	Engineer's Estimate				Under/Over Engineers Estimate:					
Discipline:	Prime & Subs	Location	Cert. Status	LBE	SLBE	Total LBE/SLBE %	Total Percentages	For Tracking Only			
								Ethn.	MBE	WBE	
PRIME	MMS Design Associates	Walnut Creek	UB				100%	NL			
<b>Project Totals</b>				0%	0%	0%	100%		0%	0%	
<b>Requirements:</b> The 20% requirements is a combination of 10% LBE and 10% SLBE participation. An SLBE firm can be counted 100% towards achieving 20% requirements.				LBE 10%	SLBE 10%	TOTAL LBE/SLBE 20%	TOTAL	<b>Ethnicity</b> AA = African American A = Asian C = Caucasian H = Hispanic NA = Native American O = Other NL = Not Listed			
<b>Legend</b>	LBE = Local Business Enterprise SLBE = Small Local Business Enterprise Total LBE/SLBE = All Certified Local and Small Local Businesses NPLBE = NonProfit Local Business Enterprise NPSLBE = NonProfit Small Local Business Enterprise				UB = Uncertified Business CB = Certified Business MBE = Minority Business Enterprise WBE = Women Business Enterprise						

**City of Oakland  
 Assessment Engineering Contract  
 Proposal Summary**

	Relevant Experience	Qualifications	Organization	Approach	LSLCBP	Other	Total
<b>Max Possible</b>	<b>25</b>	<b>25</b>	<b>20</b>	<b>20</b>	<b>5</b>	<b>5</b>	<b>100</b>
Gilbert Francisco & Associates	25	23	18	20	2	5	93
MMS Design Associates	20	20	20	15	0	3	78
Milani & Associates	17	18	15	12	0	1	63

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND

# OAKLAND CITY COUNCIL

  
City Attorney

2008 DEC -4 PM 3:55 RESOLUTION No. \_\_\_\_\_ C.M.S.

Introduced by Councilmember \_\_\_\_\_

**RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO AWARD AND EXECUTE A TWO-YEAR CONTRACT WITH FRANCISCO & ASSOCIATES, INC. IN AN AMOUNT NOT TO EXCEED \$143,000 TO PERFORM ENGINEERING SERVICES FOR THE LANDSCAPING AND LIGHTING ASSESSMENT DISTRICT (LLAD), THE WILDFIRE PREVENTION ASSESSMENT DISTRICT (WPAD), THE EMERGENCY SERVICES RETENTION ACT OF 1997 (MEASURE M), THE PARAMEDIC SERVICES ACT OF 1997 (MEASURE N), THE LIBRARY SERVICES RETENTION AND ENHANCEMENT ACT OF 1994 (MEASURE Q), THE VIOLENCE PREVENTION AND PUBLIC SAFETY ACT OF 2004 (MEASURE Y) AND THE ROCKRIDGE LIBRARY COMMUNITY FACILITIES DISTRICT OF 1992 FOR THE FISCAL YEARS 2009-10 AND 2010-11, AND AUTHORIZES THE CITY ADMINISTRATOR TO EXTEND THE CONTRACT FOR TWO ADDITIONAL YEARS WITHOUT RETURN TO COUNCIL**

**WHEREAS**, the City Council and local voters approved the Landscaping and Lighting Assessment District in 1989, the Wildfire Prevention Assessment District in 2003, the Emergency Services Retention Act of 1997 (Measure M), the Paramedic Services Act of 1997 (Measure N), the Library Services Retention and Enhancement Act of 2004 (Measure Q), and the Rockridge Community Facilities District (“Districts”); and

**WHEREAS**, a professional engineer must be retained for the above Assessment Districts to delineate the parcels included within the boundaries, to determine the land uses and assessment rates for each parcel in order to develop the Assessment Roll annually for the County Assessor, and assist with any informational requests required by the City relating to the Districts; and

**WHEREAS**, on October 31, 2008, the City received three bids for the Assessment District Engineering Request for Proposals; and

**WHEREAS**, the bids were evaluated by a panel of representatives from the City Administrator’s Office, the Fire Services Agency, and the Public Works Agency; and

**WHEREAS**, Francisco and Associates, Inc., received the highest score of the firms that bid on the Assessment District Engineer contract; and

**WHEREAS**, Francisco & Associates, Inc. is the only bidder that met the City’s small/local business requirements outlined in the Request for Proposals notice; and

**WHEREAS**, sufficient funds are available in the budgets of the respective special assessment funds to award this contract; and

**WHEREAS,** Francisco & Associates, Inc. is agreeable to a contract under the terms and conditions agreeable to the City; now, therefore be it

**RESOLVED:** That the City Administrator is authorized to award and execute a contract with Francisco & Associates, Inc. in an amount to be not to Exceed \$143,000 to perform Engineering Services for the Landscaping and Lighting Assessment District (LLAD), the Wildfire Prevention Assessment District (WPAD), the Emergency Services Retention Act of 1997 (Measure M), the Paramedic Services Act of 1997 (Measure N), the Library Services Retention and Enhancement Act of 1994 (Measure Q), the Violence Prevention and Public Safety Act of 2004 (Measure Y) and the Rockridge Library Community Facilities District of 1992 for the Fiscal Years 2009-10 and 2010-11; and be it

**FURTHER RESOLVED:** Francisco & Associates, Inc. is designated as the District Engineer for the Landscaping and Lighting Assessment District and the Wildfire Prevention Assessment District; and be it

**FURTHER RESOLVED:** Francisco & Associates Inc. is hereby directed to file an annual report for the Landscaping and Lighting Assessment District with the City Clerk in accordance with the provisions of the Landscaping and Lighting Act of 1972, specifically Section 22622 of the California Streets and Highways Code; and be it

**FURTHER RESOLVED:** Francisco & Associates Inc. is hereby directed to file an annual report for the Wildfire Prevention Assessment District with the City Clerk in accordance with the provisions of Section 50078 of the California Government Code, per the Oakland Fire Suppression, Prevention and Preparedness District Ordinance (2003); and be it

**FURTHER RESOLVED:** The contract period is from January 1, 2009 through December 31, 2010;

**FURTHER RESOLVED:** That the City Administrator may extend the contract for two additional years without return to Council; and be it

**FURTHER RESOLVED:** That the contract shall be reviewed and approved for form and legality by the City Attorney and placed on file in the Office of the City Clerk.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 20\_\_\_\_\_

**PASSED BY THE FOLLOWING VOTE:**

AYES - BROOKS, BRUNNER, KAPLAN, KERNIGHAN, NADEL, QUAN, REID, and PRESIDENT DE LA FUENTE

NOES -

ABSENT -

ABSTENTION -

ATTEST: \_\_\_\_\_  
LaTonda Simmons  
City Clerk and Clerk of the Council  
of the City of Oakland, California