

CITY OF OAKLAND
MEMORANDUM

TO: Rules & Legislation Committee
ATTN: Assistant to the City Manager
FROM: Jadia Wu, CIP Coordinator
Phone No. 238-7210
Public Works Agency/Project Delivery Division
DATE: January 13, 2004

FILED
OFFICE OF THE CITY CLERK
OAKLAND

JMB

2004 JAN 14 AM 10: 53

SUBJECT: REQUEST TO SCHEDULE AGENDA ITEM

TITLE: Resolutions authorizing six (6) Professional Services agreements for as-needed Architectural Design Services with Murakami/Nelson Architectural Corporation, Muller & Caufield Architects, The KPA Group, Byrens Associates Architecture-Planning, YHLA Architects, and Shah Kawasaki Architects, each agreement is for an amount not to exceed Two Hundred Fifty Thousand Dollars (\$250,000)

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: February 24, 2004**

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

Is a staff report required/requested? Yes

What is the fiscal impact on the City/Agency? Each agreement is for a total amount not to exceed \$250,000 or \$1,250,000 total for all six (6) contracts. Several projects funded by Measure DD Series A, Measure G, Proposition 12, and Capital Improvement fund for Fiscal Years 2004-2006 have been identified that will require architectural services from the recommended firms. Other individual project will be identified from the adopted Fiscal Years 2004-2006 budget list. The services will be funded through the various individual projects. Funds will be identified prior to the performance of the architectural services.

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.