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Council President Ignacio De La Fuente
City Council Member, District 5

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September 4, 2008

RE: Hiring Practices Performance Audit Contract

Dear Fellow Council Members,

On July 15, 2008 the City Council passed a resolution respectfully asking the City Auditor to complete a Hiring Practices Performance Audit for the period of July 1, 2003 through June 30, 2008. Council Members agreed to extend the audit back to July 2003 so that several administrations would be considered.

The attached resolution would allow the City Auditor to initiate and complete the Hiring Practices Audit for the time period specified by City Council. The City Auditor has determined that the most economical and effective way to complete the Hiring Practices Performance Audit is to simply augment the contract with Sjoberg Evashenk Consulting by \$150,000 for a total contract amount of \$235,000.

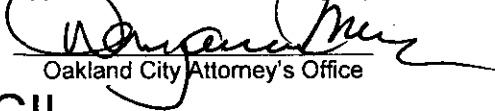
The audit would 1) investigate and report the process used to hire all new city employees hired during this period 2) investigate and report the process used to transfer and promote city employees during this period 3) analyze weaknesses, inefficiencies and deficiencies in our hiring system and 4) offer specific recommendations to improve our hiring policies and procedures to ensure that the City's hiring process meets the highest standards.

Performance audits of hiring practices are commonly used by public agencies across the United States. Until this audit is completed, no current or future employee can be assured that appropriate hiring procedures were used or are in place now. We are experiencing a crisis of confidence in our government and we must do everything in our power to assure the taxpayers that we are doing everything we can to use their funds appropriately, efficiently, and effectively. Please join me in extending this contract and commencing this Hiring Practices Performance Audit right away.

Sincerely,

A handwritten signature in black ink, appearing to be 'Ignacio De La Fuente', written in a cursive style.

Ignacio De La Fuente


Oakland City Attorney's Office

OAKLAND CITY COUNCIL

Resolution No. _____ C.M.S.

FILED
OFFICE OF THE CITY CLERK
OAKLAND
2008 SEP -4 PM 5:04

RESOLUTION WAIVING THE COMPETITIVE REQUEST FOR PROPOSAL PROCESS FOR HIRING AUDIT SERVICES IN THE AMOUNT OF \$150,000.00 TO BE ADDED TO THE EXISTING AGREEMENT WITH SJOBERG EVASHENK CONSULTING FOR A TOTAL CONTRACT AMOUNT OF \$235,000.00, AND APPROPRIATING FUNDS IN THE AMOUNT OF \$ 150,000.00 TO THE CITY AUDITOR'S BUDGET TO PAY FOR THE WORK

WHEREAS, the City Council and the City Auditor wish to complete an audit for the period from July 1, 2003 to July 1, 2008 to 1) investigate and report the process used to hire all new City employees hired during this period 2) investigate and report the process used to transfer and promote City employees hired during this period, 3) analyze weaknesses, inefficiencies and deficiencies in the hiring system, and 4) offer specific recommendations to improve hiring policies and procedures to ensure that the City's hiring process meets the highest standards ("Hiring Audit"); and

WHEREAS, the City Auditor wishes to add this work to the existing audit services contract with Sjoberg Evashenk Consulting, Inc., which would increase the existing contract to \$235,000.00 and result in an extension of time to cover the additional work; and

WHEREAS, the City Auditor is authorized to enter into audit services contract in this amount without Council action pursuant to Oakland Municipal Code Section 2.04.021, pursuant to City of Ordinance No. 12820 C.M.S, adopted July 3, 2007; and

WHEREAS, it is in the City's best interests to waive the competitive request for proposal process for the additional work because the work is integral to work completed by Sjoberg Evashenk Consulting, Inc. and the hiring of a new consultant would result in duplicating work already completed by Sjoberg Evashenk Consulting, Inc., loss of continuity in the work, unnecessary delay to become familiar with all work completed to date and unnecessary increase in the cost of the work; and

WHEREAS, the Mayor and City Council will appropriate funds for this work to General Purpose Fund (1010); now, therefore, be it

RESOLVED: That pursuant to Oakland Municipal Code section 2.04.051.B and based on the reasons set forth above and in the agenda report accompanying this item, the City Council finds and determines that it is in the best interests of the City to waive the request for proposal process for the above-described Hiring Audit services in the amount of \$150,000.00; and be it

FURTHER RESOLVED: That, upon such waiver, the City Auditor may amend the contract with Sjoberg Evashenk Consulting, Inc. to add the Hiring Audit services and increase the contract in accord with her purchase authority set forth in Oakland Municipal Code Section 2.04.021, pursuant to City of Ordinance No. 12820 C.M.S, adopted July 3, 2007; and be it

FURTHER RESOLVED: That funds in the amount of \$150,000.00 are hereby appropriated from Non-Departmental Fund – Mayor/Council Contingency within the General Purpose Fund (1010) to the General Purpose Fund (1010) to pay for the Hiring Audit services.

IN COUNCIL, OAKLAND, CALIFORNIA,

PASSED BY THE FOLLOWING VOTE:

AYES - BRUNNER, KERNIGHAN, NADEL, QUAN, BROOKS, REID, CHANG AND
PRESIDENT DE LA FUENTE

NOES –
ABSENT –
ABSTENTION –

ATTEST:

LATONDA SIMMONS
City Clerk and Clerk of the Council of
the City of Oakland, California