

2010 APR -1 PM 1:14

CITY OF OAKLAND
AGENDA REPORT

TO: Office of the City Administrator
ATTN: Dan Lindheim
FROM: Department of Human Services
DATE: April 13, 2010

RE: Resolution Authorizing The City Administrator To Apply For, Accept, And Appropriate The Summer Food Service Program Grant From The California Department Of Education Nutrition Services Division In An Estimated Amount Of \$319,000 And To Negotiate and Execute A Professional Service Agreement Between The City And The San Lorenzo Unified School District In An Amount Not To Exceed \$230,000 And To Negotiate and Execute A Professional Service Agreement Between The City And Revolution Foods In An Amount Not To Exceed \$50,000 To Provide Food Services For The 2010 Summer Food Service Program For Children

SUMMARY

Staff requests approval of a resolution authorizing the City Administrator to apply for, accept, and appropriate the Summer Food Service Program grant from the California Department of Education Nutrition Services Division, in an estimated amount of \$319,000; and to execute a professional service agreement in an amount not to exceed \$230,000 between the City and the San Lorenzo Unified School District; and to execute a professional service agreement in an amount not to exceed \$50,000 between the City and Revolution Foods to provide meal preparation services to the Oakland Summer Lunch Program for the period beginning June 21, 2010 and ending August 27, 2010.

FISCAL IMPACT

The estimated grant funding will be appropriated to Department of Agriculture Fund (2102), Year Round Lunch Program Organization (78241), Summer Food Program Service FY 0910 Project (G360310), and Strengthening Children, Youth and Their Families Program (YS13) for reimbursement for services provided under the grant agreement with the California Department of Education (DOE) Nutrition Services Division and the City of Oakland. The Adopted Budget for FY 2009-2010 includes the appropriation of \$319,000 for the grant and the total amount of \$280,000 available for services under the professional service agreements between the City and the San Lorenzo Unified School District and between the City and Revolution Foods.

Approval of the resolution will have no impact on the City's General Fund. Due to the City's commitment to the procurement of services from local vendors, a portion of the contract is recommended for the lowest cost local vendor, Revolution Foods. The recommendation is made

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contingent upon negotiation with Revolution Foods to reduce the additional cost incurred due to the selection of Revolution Foods for 20% of the SFSP food vendor contract.

Other options presented in this report would require additional funding that would negatively impact the City's General Fund.

The grantor does not reimburse overhead charges. The Adopted Budget for FY 2009-2010 includes an offset of overhead charges in the amount of \$57,280.

BACKGROUND

The City of Oakland has been a sponsor of the Summer Food Service Program for the past 25 years. The purpose of the program is to provide children in low-income areas with free, nutritionally balanced lunches when they are not in school. By serving meals at community sites during the summer when most schools are closed, the program complements the free lunch program offered during the regular school year.

The Department of Human Services (DHS) conducted a formal bidding process adhering to the California Department of Education's guidelines for competitive bidding for food vendor selection and the City's purchasing policies. The DOE has established the 2010 summer reimbursement rates for prepared lunches and administrative costs at \$3.19 per lunch. For the summer 2010 program, the selected vendor will be paid on a per meal basis for food preparation and delivery to a City facility. The actual amount of the reimbursement will be based on the number of meals delivered during the summer. An estimated \$319,000 in grant revenues will be received based on a projection of 100,000 meals to be delivered in summer 2010.

KEY ISSUES AND IMPACTS

Poverty Data and Demand for Food Services

According to the 2000 U.S. Census, Oakland's total population was documented as 399,484. There were 76,489 individuals (19.4%) living below the federal poverty level; 27,126 were children under the age of 18. An estimated 27.4% were youth (0-19). Current data published by the California Department of Finance shows Oakland's population continues to increase. As of January 1, 2009, Oakland's total population was estimated at 425,068.

The Oakland Unified School District (OUSD) is a large urban district with a population of approximately 46,516 students (2008-2009). A majority of Oakland students are from low or moderate-income families. The California Department of Education reports that in 2009, nearly 71% of OUSD students qualified for free or reduced price lunch, a 20% increase from 2001.

In 2009, the Alameda County Community Food Bank's "Helpline" received an unprecedented increase in demand for emergency food of 47% from the previous year. The Food Bank receives over 3,000 requests for referral of food services a month. The Summer Lunch Program increased service by 25,000 meals from the previous year due to referrals from the Alameda County Food Bank and community demands.

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Proposed Oakland Summer Lunch Program

The City of Oakland Summer Lunch Program for children will provide nutritious lunches to low income children at various lunch program sites located throughout the Oakland community. In 2009, the program served an average of 2,000 meals per day, totaling 100,037 lunches for the summer. At peak need, the daily delivery of lunches rose to 2,700. It is estimated that approximately 90,000 to 100,000 meals will be served during the summer break period between June 21 and August 27, 2010. Over the last seven years, the summer lunch program expanded from 45 sites in 2003 to 68 sites as of last summer.

Food Vendor Selection

In an effort to encourage local food vendors to bid on the City's summer food service contract for meal preparation and delivery, staff conducted a formal bidding process for summer food service vendor selection. A Request for Proposals (RFP) was advertised in the Oakland Tribune. Staff contacted five Bay Area commercial food vendors to further awareness of the competitive bid process. A total of thirteen companies received an announcement of the Request for Proposals, including three Oakland based vendors.

Each bidder was evaluated using the following criteria:

- Cost of summer lunches
- Ability to provide higher level of nutritious meals
- Financial capability to perform a contract of the scope required
- Adequacy of plant facilities for food preparation, with approved license certification that facilities meet all applicable state and local health, safety and sanitation standards
- Location conducive to minimizing carbon footprint
- Previous experience of the bidder in performing services similar in nature and scope
- Transportation capability, sanitation and packing
- References
- Food samples
- Completeness of proposal

An objective of the SFSP is to increase the nutritional value of the lunches served. In order to assess cost effectiveness, three levels of meal options were identified for bidding purposes. Level "A" met the USDA guidelines as required by the National School Lunch Program and served as the base for levels "B" and "C." Level "B" adds the standards of a minimum of 50% California grown food, no trans fats, and that 50% of meat and dairy are antibiotic-free and hormone-free. Level "C" adds to "B," the standards of a minimum of 50% organic fruits, vegetables, and ingredients, 100% antibiotic and hormone-free meat and dairy, and no high fructose corn syrup.

On February 4, 2010, staff hosted a bidders' conference to review the RFP with interested vendors. The three bidders that submitted a proposal by the deadline of February 16, were the San Lorenzo Unified School District, Revolution Foods, and the Epicurean Group.

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Based on 100% of the contract – bid price per lunch

Company	Level A	Level B	Level C
San Lorenzo Unified School District	\$2.10	\$2.15	\$2.40
Revolution Foods	\$2.50	\$2.50	\$2.65
Epicurean Group	\$2.55	\$2.63	\$3.05

Based on partial award of contract – bid price per lunch

Company	Level A	Level B	Level C
San Lorenzo Unified School District	\$2.15	\$2.20	\$2.45
Revolution Foods	\$2.50	\$2.50	\$2.65
Epicurean Group	\$2.75	\$2.84	\$3.35

Two vendors increased the bid price per meal for partial award of the contract because food production and delivery costs will be spread over fewer meals. All bidders were able to propose higher levels of nutrition than the minimum USDA required standard for summer lunches, and documented financial capability to perform the scope of work, transportation capabilities, packaging, and references. Based on considerations of taste and cost, DHS determined that the level “B” price and menu options best meet the Summer Food Service Program objectives. An informal taste screening with representatives from the Oakland Youth Commission resulted in the unanimous selection of the local commercial food vendor, Epicurean Group, for all levels of nutrition.

Staff estimates that the Summer Food Service Program will serve 100,000 meals during the 2010 session. The chart below demonstrates the financial impact of level “B” food cost for the program based on 100% award of the contract. The total operating cost includes food costs, based on the bid price per vendor, as well as expenditures for seven drivers, seven monitors, vehicles, distribution facility and administrative costs. Projected grant reimbursement revenues of \$319,000, based on the state reimbursement rate of \$3.19 per meal, are applied against the program’s total operating costs as shown by vendor.

Level “B” 100,000 meals	Option A	Option B	Option C
	San Lorenzo Unified School District 100%	Revolution Foods 100%	Epicurean Group 100%
Bid Price per meal	\$2.15	\$2.50	\$2.63
Revenue	319,000.00	319,000.00	319,000.00
Total Operating Costs	316,211.82	351,211.82	364,211.82
Net	2,788.18	(32,211.82)	(45,211.82)

The chart below presents options to split the contract with local food vendors and the financial impact to the program.

Level "B" 100,000 meals	Option D	Option E	Option F
	San Lorenzo 80% Revolution 20%	San Lorenzo 80% Epicurean 20%	San Lorenzo 80% Revolution 10% Epicurean 10%
Bid Price per meal	\$2.20/ \$2.50	\$2.20/ \$2.84	\$2.20/ \$2.50/ \$2.84
Revenue	319,000.00	319,000.00	319,000.00
Total Operating Costs	327,211.82	334,011.82	330,611.82
Net	(8,211.82)	(15,011.82)	(11,611.82)

Award of the contract to the San Lorenzo Unified School District would result in full cost coverage and a net gain of \$2700, assuming full reimbursement of the City's meal claims. Award of the contract to more than one bidder, using a split of 80% to the San Lorenzo Unified School District and 20% to the lowest cost local vendor, Revolution Foods, would result in increased cost to the program of about \$11,000 and a deficit of over \$8,000. Award of the contract to San Lorenzo Unified School District and Epicurean Group with the 20% split would increase the program deficit to \$15,000.

The costs for the Summer Food Service Program will be fully covered if the City selects the lowest cost responsible bidder, San Lorenzo Unified School District. Due to the City's commitment to the procurement of services from local vendors, a portion of the contract is recommended for the lowest cost local vendor, Revolution Foods. The recommendation is made contingent upon negotiation with Revolution Foods to reduce the additional cost incurred due to the selection of Revolution Foods for 20% of the SFSP food vendor contract.

PROGRAM DESCRIPTION

The Summer Food Service Program (also known as the Oakland Summer Lunch Program) is regulated under Department of Agriculture (USDA) Title 7 CFR Part 225. As a sponsor, the City of Oakland contracts with a vendor certified by the California Department of Education (DOE) to provide meals for the summer lunch program. The City receives the prepared meals and then delivers them to approximately 68 community sites in Oakland. The City monitors each site to ensure that only meals served are reimbursed. The City also documents compliance with all regulations for transporting, delivering and serving meals to meet the requirements of the reimbursement grant. To further ensure compliance, the program is periodically audited by the California Department of Education.

SUSTAINABLE OPPORTUNITIES

- Economic:*** The Summer Food Service Program provides temporary part-time employment opportunities for seven drivers and seven monitors.
- Environmental:*** Recycled materials are used to package all meals provided to the lunch program.
- Social Equity:*** The SFSP addresses hunger by providing access to free and nutritious meals for low-income children. Improvements in nutritional intake are linked to performance in school and overall child health and wellness.

DISABILITY AND SENIOR CITIZEN ACCESS

Participating sites must be substantially in compliance with the Americans with Disabilities Act (ADA), the Older Americans Act, and other applicable laws. Oakland's Summer Lunch Program will include a nondiscrimination statement on all program information and display the USDA approved civil rights poster at summer lunch sites.

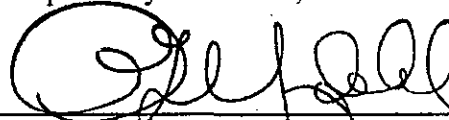
RECOMMENDATION AND RATIONALE

Staff recommends approval of the resolution to apply for, accept, and appropriate the Summer Food Service Program grant in order to continue to serve children in Oakland a nutritious meal during the summer months. Additionally, staff recommends approval of the resolution authorizing the City Administrator to negotiate and execute professional service agreements with the San Lorenzo Unified School District and Revolution Foods, as the lowest cost local vendor, to provide meal preparation services. The recommendation to split the vendor contract between San Lorenzo Unified School District and either local vendor requires a satisfactory bid price re-negotiation or sufficient general fund contribution to cover the cost of the program.

ACTION REQUESTED OF THE CITY COUNCIL

The action requested is to approve a resolution authorizing the City Administrator: 1) to apply for, accept, and appropriate the Summer Food Service Program grant from the California Department of Education, Nutrition Services Division, in an estimated amount of \$319,000; and 2) to negotiate and execute an agreement in an amount not to exceed \$230,000 with the San Lorenzo Unified School District to provide food services for the 2010 program; and 3) to negotiate and execute an agreement in an amount not to exceed \$50,000 with Revolution Foods to provide food services for the 2010 program.

Respectfully submitted,



ANDREA YOUNGDAHL
Director, Department of Human Services

Reviewed by: Sandra Taylor
Children and Youth Services Manager

Prepared by: Carmela Chase
Program Analyst I

Attachment A – Oakland Summer Food Service Sites from 2009

**APPROVED AND FORWARDED TO
LIFE ENRICHMENT COMMITTEE:**



Office of the City Administrator

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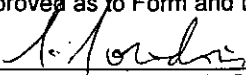
NAME	ADDRESS	CITY	ZIP	CONTACT	ADP
Allendale Recreation Center	3711 Suter Street	Oakland	94619	Michael Foster	50
Arroyo Viejo Recreation Center	7701 Krause Avenue	Oakland	94605	Karlin Johnson Lauder milk	100
Boys & Girls Club - Meltzer	920 24th Street	Oakland	94608	Megan Clay	50
Brookdale Recreation Center	2535 High Street	Oakland	94601	Michael Foster	30
Ira Jinikins Center	9175 Edes Avenue	Oakland	94603	Dennis Flannery	60
Eastlake Recreation Center	1612 45th Avenue	Oakland	94601	Chris Chatman or Floressa Vaugh	60
FM Smith	1969 Park Blvd	Oakland	94606	Lois Gomez	60
Franklin Recreation Center	1010 E 15th Street	Oakland	94606	Rebecca Chhom	60
Mosswood Recreation Center	3612 Webster Street	Oakland	94609	John Hill	70
Rainbow Recreation Center	5800 East 14th Street	Oakland	94621	Horace Houston	50
Tassafaronga Recreation Center	975 85th Avenue	Oakland	94621	Sandra Pitts Johnson	60
Bushrod Recreation Center	560 59th Street	Oakland	94609	Myka Hammock	60
Church of Christ	1300 E. 24th Street	Oakland	94606	Joe Pitts	25
Columbia Gardens	9854 Koford Road	Oakland	94603	Julia Hardy or Lurlene Jackson	35
Defremery Recreation Center	1651 Adeline Street	Oakland	94607	Valarie Winn	100
East Oakland Boxing Assoc.	816 98th Avenue	Oakland	94603	Elizabeth Friedler	50
East Oakland Youth Development	8200 East 14th Street	Oakland	94612	Alma Barocio	100
Golden Gate Recreation Center	1075 62nd Street	Oakland	94608	Vee Bolden	30
Lincoln Recreation Center	250 10th Street	Oakland	94607	Gilbert Gong	200
Manzanita Recreation Center	2701 22nd Avenue	Oakland	94606	Kent Brown	40
M Robinson Baker YMCA	3265 Market Street	Oakland	94608	Chris Chatmon, Camiile Cyrus	90
Poplar Recreation Center	3131 Union Street	Oakland	94608	Ray Oducayen	25
Oakland Police Activities League	9600 Sunnyside Street	Oakland	94603	Pam Williams	70
Boys & Girls Club - CARR	8530 International Blvd	Oakland	94621	Fred Frazier	65
Campfire USA - Kids with Dreams	1145 10th Street	Oakland	94608	Jordan White	40
Emeryville Recreation Center	4300 San Pablo Avenue	Oakland	94608	Darrell Hampton	90
YMCA Teen Center	5908 Foothill Blvd	Oakland	94605	Larry Austin	40
Centro De Juventud	3209 Galindo Street	Oakland	94601	Heather Cann	20
Mindful Messages	1060 Grand Avenue	Oakland	94621	Deborah Day	30
Hope Six Project	6948 Foothill Blvd	Oakland	94505	Janice Tyler	20
St Pauls Episcopal Church - Aim High	262 Grand Avenue	Oakland	94610	Love Winestock	80
Oakland Community Housing	6475 Foothill Blvd	Oakland	94621	Phyllis Bonner	25
True Fellowship BC	9400 International Blvd	Oakland	94603	Keith Henderson	20
Campbell Village	800 Willow Street	Oakland	94607	George Henderson	60
Salvation Army	380 11th Street	Oakland	94607	Eva Zheng, Doug Chau	200
Native American Health Center	3001 International Blvd	Oakland	94601	Crystal Salas	20
Morh1 Apartments	741 Filbert Street	Oakland	94607	Danette McCain	40
Carmen Flores Recreation Center	1638 Fruitvale Avenue	Oakland	94601	Marcy Sanchez	50
Miracles of Faith	4335 Virginia	Oakland	94619	Greg Brown	30
San Kofa Healing Institute	2318 25th Avenue	Oakland	94601	Eve Robinson	40
San Antonio Recreation Center	1701 East 19th Street	Oakland	94606	Geroge Henderson, Donte Watson	125

NAME	ADDRESS	CITY	ZIP	CONTACT	ADP
Boys & Girls Club Ana Marie Branch	3300 High Street	Oakland	94619	Maribel Corral	100
Girls Incorporated	3000 62nd Avenue	Oakland	94605	Royalitta Mickens	60
Master Seal Baptist Church	10246 MacArthur	Oakland		Rev. Thomas Smith Senior, Denise Hall	30
Aim High - Odowd Campus	9500 Steams Avenue	Oakland	94605	John Price	90
James Lee Court Apts	690 15th Street	Oakland	94612	Kathy Simms	20
Garden Center	666 Bellevue Avenue	Oakland	94610	Paul Bates	50
Oak Center One	1601 Market Street	Oakland	94607	Sonya Freeman	25
Humanity Hope Incorporated	1051 54th Street	Oakland	94608	Csenecca Parker	30
Acorn Town center	923 Adeline Street	Oakland	94607	Marilyn Harris	25
Grace Baptist Church	705 98th Avenue	Oakland	94603	Lola Hardy	65
St. Andrews Theological University	2624 West Street	Oakland	94612	Millicent Waller	75
Lions Creek Crossing Apartments	881 69th Avenue	Oakland	94621	Simoria Smith	30
Rising Star Missionary Baptist Church	3209 Martin Luther King Jr. Way	Oakland	94609	Marilyn Mackey	40
Family Support Services - High Street	1945 High Street	Oakland	94601	Donna Moore	40
Family Support Services - 12th Street	1188 12th Street	Oakland	94607	Donna Moore	40
Aim High - Urban Promise	3031 East 18th Street	Oakland	94601	Erica Ramierz	45
Oakland Fine Arts School	1025 East 28th Street/ Bella Vista School	Oakland	94610	Kathleen McPhearson	200
Center of Hope Community Church	8425 MacArthur Blvd	Oakland	94605	Vicky Viney	70
Downs Memorial Church	6026 Idaho Street	Oakland	94608	Norma Lampley	20
Community Reform Church	457 Capistrano Drive	Oakland	94603	Pastor Parker, Princess Parker	40
Hismen	2555 International Blvd	Oakland	94601	Jerry Henderson	30
Mandela Gateway Apartments	1350 7th Street	Oakland	94607	Deborah Day	20
OPLP - Oakland Point limited partnership	1448 10th street, 94607	Oakland	94607	Jerry Henderson	30
St. Martin De Porres	675 41th Street	Oakland	94609	Elaine Sanchez	35
St. Patrick Summer	1630 10th Street	Oakland	94607	Janet Magana	100
Fisher Memorial Church	8901 MacArthur Blvd	Oakland	94605	Tiffany Lynch	60
Dimond Recreation Center	3860 Hanly Road	Oakland	94602	Michelle, Angelica	40
Shalom of Oakland	7511 MacArthur Blvd	Oakland	94605	Nate Milhiem	30
Studio One	365 45th Street	Oakland	94609	Kola Thomas, Jerell Right, Renee Tucker	30
Good Hope Missionary Baptist Church	5717 Foothill Blvd	Oakland	94605	Ms. Shaw	20
Wo'se Community Church	8924 Holly Street, 94621	Oakland	94621	Kelly Kouyate	40
Chinese Presbyterian Church	265 8th Street	Oakland	94607	Lillian Mark	120
Oakland Fine Arts Middle	1428 Alice Street, 94612	Oakland	94612	Darin Hodges, Renee Tucker	40
Kittieland Tutoring	368 12th Street	Oakland	94607	Kit Lam	30
Paradise Baptist Church	9704 Empire Road	Oakland	94603	Meredith Brown	60
Harbor House Ministry	1811 11th Street	Oakland	94606	Karen Grutzmacher	40
Boys to Men	5319 Fairfax Avenue	Oakland	94601	Cathy Gilkey	40

FILED
OFFICE OF THE CITY CLERK
OAKLAND

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Approved as to Form and Legality


Oakland City Attorney's Office

OAKLAND CITY COUNCIL

Resolution No. _____ C.M.S.

RESOLUTION AUTHORIZING THE CITY ADMINISTRATOR TO APPLY FOR, ACCEPT, AND APPROPRIATE THE SUMMER FOOD SERVICE PROGRAM GRANT FROM THE CALIFORNIA DEPARTMENT OF EDUCATION NUTRITION SERVICES DIVISION IN AN ESTIMATED AMOUNT OF \$319,000 AND TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICE AGREEMENT BETWEEN THE CITY AND THE SAN LORENZO UNIFIED SCHOOL DISTRICT IN AN AMOUNT NOT TO EXCEED \$230,000 AND TO NEGOTIATE AND EXECUTE A PROFESSIONAL SERVICE AGREEMENT BETWEEN THE CITY AND REVOLUTION FOODS IN AN AMOUNT NOT TO EXCEED \$50,000 TO PROVIDE FOOD SERVICES FOR THE 2010 SUMMER FOOD SERVICE PROGRAM FOR CHILDREN

WHEREAS, the City of Oakland desires to apply for, accept, and appropriate a Summer Food Service Program Grant in an estimated amount of \$319,000 from the California Department of Education Nutrition Services Division; and

WHEREAS, if the City is awarded the Summer Food Service Program Grant, it wishes to negotiate and execute Professional Services Agreements with the San Lorenzo Unified School District and Revolution Foods to provide food services to the Summer Food Service Program for Children for program year 2010 (June 21, 2010 through August 27, 2010); and

WHEREAS, the San Lorenzo Unified School District and Revolution Foods are each certified by the California Department of Education Child Nutrition Division (CDECND), to provide food services to the Summer Food Service Program for Children; and

WHEREAS, the City Council finds that the above named Professional Service Agreements are in the public interest because of economy; and

WHEREAS, the City Council finds that above named Professional Service Agreements shall not result in the loss of salary or employment by anyone having permanent status in competitive service; and

WHEREAS, the FY 2009-2010 Adopted Budget for the Summer Food Service Program for Children includes funding for this agreement; now, therefore, be it

RESOLVED: That the City Administrator or his designee as agent of the City of Oakland is hereby authorized and directed to submit on behalf of the City of Oakland an application to the Department of Education Nutrition Services Division for funds to operate a Summer Food Service Program for Children in the City of Oakland from June 21, 2010 through August 27, 2010 and to execute and submit all documents, including but not limited to agreements, amendments, and payment requests which may be necessary to obtain funds to operate such a program and to accept said funds; and be it

FURTHER RESOLVED: That the City Administrator is hereby authorized and directed to appropriate any additional funding which may become available from this grant; and be it

FURTHER RESOLVED: That the City Council hereby authorizes the City Administrator or his designee as an agent for the City to negotiate and execute a Professional Services Agreement with San Lorenzo Unified School District in an amount not to exceed \$230,000 to provide food services to the Summer Food Service Program for Children; and be it

FURTHER RESOLVED: That the City Council hereby authorizes the City Administrator or his designee as an agent for the City to negotiate and execute a Professional Services Agreement with Revolution Foods not to exceed \$50,000 to provide food services to the Summer Food Service Program for Children; and be it

FURTHER RESOLVED: That the sum of \$319,000 and offsetting revenue shall be appropriated to Department of Agriculture Fund (2102), Year Round Lunch Program Organization (78241), Summer Food Program Service FY 0910 Project (G360310), and Strengthening Children, Youth and their Families Program (YS13) for the purpose of operating the Summer Food Service Program for Children; and be it

FURTHER RESOLVED: That the City Administrator is hereby authorized to approve any subsequent amendments to or extensions of said Professional Services Agreements not including any increase in compensation provided that such amendments or extensions shall be approved by the City Attorney's Office and shall be filed with the City Clerk's office.

IN COUNCIL, OAKLAND, CALIFORNIA, _____

PASSED BY THE FOLLOWING VOTE:

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

NOES -

ABSENT -

ABSTENTION -

ATTEST:

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