



# City of Oakland

Office of the City Clerk  
Oakland City Hall  
1 Frank H. Ogawa Plaza  
Oakland, California 94612  
LaTonda Simmons, City  
Clerk

## Meeting Minutes - DRAFT \*Special Finance & Management Committee

Oakland City Hall, 1 Frank H. Ogawa Plaza,  
Oakland, California 94612

City of Oakland Website: <http://www.oaklandnet.com>

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Tuesday, September 29, 2015

9:30 AM

Sgt. Mark Dunakin Room - 1st Floor

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### **DEFINITION OF TERMS:**

**Consent Item:** any action item that a subject matter Committee has forwarded to the full Council with unanimous recommendation for approval and is not controversial, and does not have a high level of public interest as determined by the Rules Committee.

**Non-Consent Item:** any action that a subject-matter Committee has forwarded to the full Council without unanimous recommendation for approval, or having a high level of public interest, or is controversial as determined by the Rules Committee.

**Action Item:** any resolution, ordinance, public hearing, motion, or recommendation requiring official vote and approval of the City Council to be effective.

**Informational Item:** an item of the agenda consisting only of an informational report that does not require or permit Council action.

### **Roll Call / Call To Order**

*The Oakland City Council Finance and Management Committee convened at 9:32 a.m. with Councilmember Kalb presiding as Chairperson.*

**Excused** 1 - Lynette Gibson McElhaney

**Present** 3 - Annie Campbell Washington, Abel J. Guillén, and Dan Kalb

### **COMMITTEE MEMBERSHIP:**

- 1 Approval Of The Draft Minutes From The Committee Meeting Of September 15, 2015  
[15-0078](#)

**Attachments:** [view Report.pdf](#)

This Informational Report was Received and Filed.

**Excused:** 1 - Gibson McElhaney

**Aye:** 3 - Campbell Washington, Guillén, and Kalb

**2** Determination Of Schedule Of Outstanding Committee Items  
[15-0085](#)

**Attachments:** [view Report.pdf](#)

[View supplemental Report.pdf](#)

**This Informational Report was Received and Filed.**

**Excused:** 1 - Gibson McElhaney

**Aye:** 3 - Campbell Washington, Guillén, and Kalb

**3** Subject: State And Federal Budget Status Report  
From: Office Of The City Administrator  
Recommendation: Receive An Informational Report Regarding The Status Of The  
State And Federal Budget Development And Its Potential Impacts On The City Of  
Oakland [TITLE CHANGE]

[15-0097](#)

**Attachments:** [View Report.pdf](#)

[view supplemental Report.pdf](#)

**A motion was made by Campbell Washington, seconded by Guillén, that this  
matter be Received and Filed. The motion passed by the following vote:**

**Excused:** 1 - Gibson McElhaney

**Aye:** 3 - Campbell Washington, Guillén, and Kalb

- 4 Subject: Equal Access Annual Compliance Report  
From: Human Resources Management Department  
Recommendation: Recieve The Equal Access Annual Compliance Report For Fiscal Year 2014-2015  
[15-0104](#)

**Attachments:** [View Report.pdf](#)

*The Committee directed staff to bring a follow-up report in 6 months in regard to the following areas:*

1. *Compare the City's website with other jurisdictions and provide recommendations on how to better serve the public online;*
2. *Look at survey people surveyed and identify the service problems they were having and provide recommendations for fixing those problems with the Finance Department and the Parks & Rec Department;*
3. *Develop goal and plan for improving services through the Business Assistant Center;*
4. *Analyze access around Fire Department staffing;*
5. *Provide report on recruitments efforts for Spanish-language police dispatchers;*
6. *Identify and inventory vital records and create plan for ensuring all vital records have been translated; and*
7. *Replace Chinese-speaking position in the Oaklanders Assistance Center.*

*There were 2 speakers on this item*

**This Informational Report was Received and Filed.**

- 5 Subject: PFRS Investment Portfolio As Of June 30, 2015  
From: Finance Department  
Recommendation: Receive An Informational Report On The Oakland Police And Fire Retirement System's Investment Portfolio As Of June 30, 2015  
[15-0100](#)

**Attachments:** [View Report.pdf](#)

**A motion was made by Guillén, seconded by Campbell Washington, that this matter be Received and Filed. The motion carried by the following vote:**

**Excused:** 1 - Gibson McElhaney

**Aye:** 3 - Campbell Washington, Guillén, and Kalb

- 6** Subject: Aftermarket Automotive Parts & Accessories Contract  
From: Finance Department  
Recommendation: Adopt A Resolution Authorizing The City Administrator To Award A Contract To General :Auto- Parts Company , The- Lowest Responsible, Responsive Bidder, A Corporation, In An Annual Amount Not To Exceed Five Hundred Thousand Dollars (\$500,000.00) To Provide Aftermarket Automotive Parts & Accessories For A Three Year Term, August 1, 2015 To July 31, 2018 For A Total Not To Exceed Contract Amount Of One Million Five Hundred Thousand Dollars (\$1,500,000.00), In Accordance With Specification No. 15-465-14-01/Request For Quotation (RFQ) No. 5466, And The General Conditions Therefor On File In Purchasing Section And Contractor's Bid Filed With The City On June 1, 2015.  
[15-0106](#)

**Attachments:** [View Report.pdf](#)

*The Committee requested staff bring a report in December about the City's procurement processes overall, including why more firms do not participate in the bid process.*

**A motion was made by Guillén, seconded by Campbell Washington, that this matter be Approve as Amended the Recommendation of Staff, and Forward to the Meeting of the Oakland City Council, to be heard 10/6/2015. The motion failed by the following vote:**

**Excused:** 1 - Gibson McElhaney

**Aye:** 3 - Campbell Washington, Guillén, and Kalb

**S-7** Subject: IT Projects & Financing  
From: Information Technology Department  
Recommendation: Adopt A Resolution Authorizing The City Administrator Or Designee To Execute A Master Lease Agreement(S) With IBM Credit LLC For Financing Not To Exceed An Amount Of \$17,000,000, A Term Of 7 Years And An Interest Rate Of 3.5% Tax Exempt And/Or 5.5% Taxable; And Waiving Competitive Selection Requirements For The Financing Agreement(S). Proceeds Of The Financing To Fund: (A) Current Information Technology Systems Operations And Maintenance; And (B) Project To Upgrade/Implement The Oracle Systems Including Hardware, Software, Professional Services, Support And Maintenance; And (C) Project To Implement A New Municipal Budgeting System Including Hardware, Software, Professional Services, Support And Maintenance; And (D)Project To Replace And Improve 9-1-1 Public Safety Systems Including Hardware, Software, Professional Services, Support And Maintenance; And 2.Approving The Recommendations Of The City Administrator For The Award Of Contracts To Provide Professional Services To Upgrade/Implement The Oracle Systems And To Implement A New Municipal Budgeting System (Projects 1(B) And 1(C) Above) Based On The Results Of The Competitive Selection Process; And Authorizing The City Administrator Or Designee To Negotiate And Enter Into Professional Services Contracts With The Approved Firms.

[15-0059](#)

**Attachments:** [View Report.pdf](#)  
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[View supplemental Report.pdf](#)

*The Committee requested a follow-up report in 3 months which should include the following information:*

1. *Who the city is contracting with;*
2. *The not to exceed contract amounts, and*
3. *Overall status of the project.*

*The Committee also requested staff provide an analysis on savings outcomes and metrics for the project by mid-2016.*

This City Resolution was Approve as Amended the Recommendation of Staff, and Forward.to the Meeting of the Oakland City Council to be heard 10/6/2015

### Open Forum (TOTAL TIME AVAILABLE: 15 MINUTES)

*There were 2 Open Forum speakers.*

### Adjournment

*There being no further business, and upon the motion duly made, the Oakland City Council Finance And Management Committee adjourned the meeting at 11:05 a.m.*

**\* In the event of a quorum of the City Council participates on this Committee, the meeting is noticed as a Special Meeting of the City Council; however no final City Council action can be taken.**

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**MATERIALS RELATED TO ITEMS ON THIS AGENDA SUBMITTED TO THE CITY COUNCIL AFTER DISTRIBUTION OF THE AGENDA PACKETS MAY BE VIEWED IN THE OFFICE OF THE CITY CLERK, 1 FRANK H. OGAWA PLAZA, 1ST AND 2ND FLOOR, OAKLAND, CA 94612 FROM 8:30 A.M. TO 5:00 P.M.**