

CITY OF HAYWARD
AGENDA REPORT

AGENDA DATE 03/26/02
AGENDA ITEM 6
WORK SESSION ITEM _____

TO: Mayor and City Council
FROM: Director of Community and Economic Development
SUBJECT: Authorization to Execute Agreements with Planning and Engineering Services

RECOMMENDATION:

It is recommended that the City Council approve the attached resolution authorizing the execution of agreements for the provision of planning and engineering services with the listed firms and individuals.

DISCUSSION OR BACKGROUND:

The City of Hayward has historically entered into agreements with private firms for development related services that exceed the availability or capacity of City staff. This arrangement benefits the city in a variety of ways. It allows the city to employ the number of staff necessary to meet the average level of demand for development services, yet remain flexible enough to provide additional or more specialized services when required. Instances where such services may be of use include limited-term projects that require intensive staffing and recruitment periods when staff positions are vacant. Because of the difficulty in finding qualified consultants on short notice or in highly competitive times, it is advisable to keep some parties under contract to assure the availability of services as required.

In 2001, the City Council approved several contracts for additional services to supplement the existing staff in the Planning Division. While some positions were added in the last budget and some vacancies have been filled, the Division continues to experience a heavy workload and position vacancies. For example, one Senior Planner has been on medical leave for close to a year and will continue to be on leave for an indefinite period. In addition to standard planning services, the division has been using, and requests authorization to continue contracting for, services through the end of 2002 with two parties that perform review of tentative and final subdivision maps for industrial, commercial and residential projects, review of building and encroachment permits, and other assessment engineering services. All of the consultant hours spent on specific development projects are charged directly to those projects.

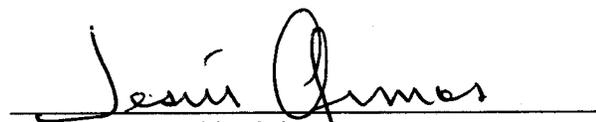
Consequently, staff is recommending authorization to enter agreements with the planning and engineering firms and individuals and in the amounts listed below:

Norman Weisbrod (Planner)	\$ 60,000
Robert Almond (Engineer)	\$ 60,000
URS (Engineers)	\$100,000
Francisco & Associates (Engineers)	\$ 50,000

Prepared by:


Sylvia Ehrental, Director of Community
and Economic Development

Approved by:


Jesús Armas, City Manager

DRAFT

HAYWARD CITY COUNCIL

RESOLUTION NO. _____

Introduced by Council Member _____

**RESOLUTION AUTHORIZING THE CITY MANAGER
TO EXECUTE AGREEMENTS WITH PLANNING AND
ENGINEERING CONSULTANTS FOR SERVICES THAT
EXCEED THE AVAILABILITY OR CAPACITY OF CITY
STAFF**

BE IT RESOLVED by the City Council of the City of Hayward that the City Manager is hereby authorized and directed to execute the following agreements with Planning and Engineering consultants for services that exceed the availability or capacity of City Staff.

Norman Weisbrod (Planner)	\$ 60,000
Robert Almond (Engineer)	\$ 60,000
URS (Engineers)	\$100,000
Francisco & Assoc. (Engineers)	\$ 50,000

IN COUNCIL, HAYWARD, CALIFORNIA _____, 2002

ADOPTED BY THE FOLLOWING VOTE:

AYES: COUNCIL MEMBERS:

MAYOR:

NOES: COUNCIL MEMBERS:

ABSTAIN: COUNCIL MEMBERS:

ABSENT: COUNCIL MEMBERS:

ATTEST: _____

City Clerk of the City of Hayward

APPROVED AS TO FORM:

City Attorney of the City of Hayward