

**RESOLUTION NO. 170-99**  
(Rejected November 9, 1999)

**AUTHORIZING A FIFTH AMENDMENT TO THE MESSENGER SERVICES CONTRACT WITH ON TARGET DELIVERY SERVICE TO EXTEND THE TERM FOR TWO MONTHS THROUGH JANUARY 31, 2000, AND TO INCREASE THE MAXIMUM COMPENSATION BY \$9,000 FOR A TOTAL OF NOT TO EXCEED \$59,000; AND TO AUTHORIZE THE ISSUANCE OF A REQUEST FOR PROPOSALS FOR MESSENGER SERVICES**

**BASIS FOR RESOLUTION**

1. The Redevelopment Agency of the City and County of San Francisco has a Contract for Messenger Services (Contract) effective December 1, 1992 with On Target Delivery Service, which Contract was amended effective March 1, 1995 to increase the rate of compensation through November 30, 1995; on December 1, 1995 to extend the term for an additional year through November 30, 1996 and to increase the total compensation in an amount not to exceed \$45,000; on June 6, 1996 to revise the rate of compensation and to increase the total compensation to an amount not to exceed \$46,500; and again on November 26, 1996 to extend the term through November 30, 1999 and to increase the total compensation to an amount not to exceed \$50,000 (as adjusted by an annual cost of living index).
2. The Agency's Purchasing Policy provides that on-going services or multi-year contracts shall not normally exceed a three-year period without the purchasing process occurring again. In order to comply with this provision of the Purchasing Policy for open and free competition, a Request for Proposals has been prepared for distribution to prospective vendors.
3. In order to maintain continuity in this important service during the Request for Proposal process, staff has negotiated a Fifth Amendment to the Contract effective December 1, 1999, which Amendment increases the compensation rates and extends the term for an additional two months through January 31, 2000. The total compensation allowable under the Contract for the final 14 months of the extended term would also be increased to \$59,000.

**RESOLUTION**

ACCORDINGLY, IT IS RESOLVED by the Redevelopment Agency of the City and County of San Francisco that the Executive Director is authorized to execute a Fifth Amendment to the Contract for Messenger Services with On Target Delivery Service substantially in the form lodged with Agency General Counsel and hereby approved, with such changes as hereafter become necessary, which changes do not materially affect the substance of the Fourth Amendment or materially increase the obligations of the Agency. The Executive Director is further authorized to issue a Request for Proposals for Messenger Services substantially in the form attached to the Commission memorandum dated November 2, 1999.

APPROVED AS TO FORM:



Robert A. Firehock  
Acting Agency General Counsel