

## RESOLUTION NO. 108-2003

*Adopted July 8, 2003*

### **AUTHORIZING A THIRD AMENDMENT TO THE PERSONAL SERVICES CONTRACT WITH ON TARGET DELIVERY SERVICE, A SOLE PROPRIETORSHIP, TO EXTEND THE CONTRACT TERM FOR FOUR MONTHS AND INCREASE THE TOTAL COMPENSATION BY \$25,000 FOR AN AGGREGATE AMOUNT NOT TO EXCEED \$270,000 FOR MESSENGER AND DELIVERY SERVICES**

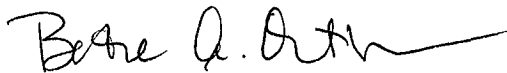
#### **BASIS FOR RESOLUTION**

1. By Resolution No. 184-99 dated November 23, 1999, the Redevelopment Agency of the City and County of San Francisco ("Agency") authorized a Personal Services Contract ("Contract") with On Target Delivery Service for a three-year term effective December 1, 1999 through November 30, 2002 for a total compensation during the initial 12-month term of the Contract of an amount not to exceed \$60,000. The annual compensation for the second and third years was to be adjusted based upon changes to the San Francisco-Oakland-San Jose Consumer Price Index for All Urban Consumers (CPI-U).
2. By Resolution No. 196-2002 dated November 19, 2002, the Agency authorized an extension of the Contract for an additional four-month term from November 30, 2002 through March 31, 2003 to publicly re-offer the contract services pursuant to the Agency's Purchasing Policy and Procedures.
3. By Resolution No. 43-2003 dated April 8, 2003, the Agency authorized a second extension of the Contract for an additional three-month term from April 1, 2003 through June 30, 2003 to allow completion of the procurement process for messenger services.
4. The procurement process was begun on May 14, 2003 and completed on June 20, 2003. Six submittals were received and only one was complete. The Agency has rejected all submissions and will revise and reissue the RFQ.
5. Staff recommends that the Contract with On Target be extended further for four months from July 1, 2003 through October 31, 2003 to allow time to re-evaluate the scope of services of the Contract and re-issue the Request for Proposal for messenger services. In addition, the proposed Third Amendment to the Contract will increase the contract by \$25,000 to an aggregate amount not to exceed \$270,000 to accommodate the additional four month term.

## 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 Third Amendment to the Personal Services Contract with On Target Delivery Service to increase the total compensation by \$25,000 for a total aggregate amount not to exceed \$270,000 for messenger and delivery services, substantially in the form lodged with Agency General Counsel.

### APPROVED AS TO FORM:



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Bertha A. Ontiveros  
Agency General Counsel