

RESOLUTION NO. 161-2003

Adopted October 21, 2003

AUTHORIZING A FOURTH AMENDMENT TO THE PERSONAL SERVICES CONTRACT WITH ON TARGET DELIVERY SERVICE, A SOLE PROPRIETORSHIP, TO EXTEND THE CONTRACT TERM FOR ONE MONTH AND INCREASE THE TOTAL COMPENSATION BY \$6,000 FOR AN AGGREGATE AMOUNT NOT TO EXCEED \$276,000

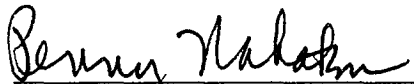
BASIS FOR RESOLUTION

1. By Resolution No. 1999-184 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. 2002-196 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. As the procurement process had not been completed, a further extension of the Contract was necessary.
3. By Resolution No. 2003-043 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. By Resolution No. 2003-108 dated July 8, 2003, the Agency authorized a third extension of the Contract for an additional four-month term from July 1, 2003 through October 31, 2003 to complete the procurement process.
5. A revised Request for Qualifications ("RFQ") was submitted with a submission deadline of October 27, 2003. Therefore the Agency wishes to further extend the Contract for one month from November 1, 2003 through November 30, 2003 to allow time to complete the selection process.
6. A fourth amendment to the Contract will provide continuing messenger services during the one-month contract extension period. An increase in the aggregate contract amount to \$276,000 is proposed to accommodate the additional one-month of service.

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 fourth amendment to the Personal Services Contract with On Target Delivery Service to increase the total compensation by \$6,000 for a total aggregate amount not to exceed \$276,000, substantially in the form lodged with the Agency General Counsel.

APPROVED AS TO FORM:

for 
James B. Morales
Agency General Counsel