

RESOLUTION NO. 173-2003

Adopted December 2, 2003

AUTHORIZING A PERSONAL SERVICES CONTRACT WITH ON TARGET DELIVERY SERVICE FROM DECEMBER 1, 2003 THROUGH NOVEMBER 30, 2006 IN AN AMOUNT NOT TO EXCEED \$35,000 DURING THE INITIAL 12-MONTH TERM, INCREASED BY CHANGES TO THE CONSUMER PRICE INDEX FOR THE TWO 12-MONTH PERIODS BEGINNING ON DECEMBER 1, 2004 AND DECEMBER 1, 2005, SUBJECT TO APPROPRIATION

BASIS FOR RESOLUTION

1. The Agency and Contractor entered into a Personal Services Contract ("Contract") for mail and delivery services effective December 1, 1999 through November 30, 2002.
2. The Agency and Contractor entered into a First Amendment to the Contract effective December 1, 2002 through March 31, 2003 to publicly re-offer the contract services.
3. The Agency and Contractor entered into a Second Amendment to the Contract effective April 1, 2003 through June 30, 2003 to complete the procurement process.
4. The Agency and Contractor entered into a Third Amendment to the Contract effective July 1, 2003 through October 31, 2003 to re-evaluate the Contract's scope of services and re-issue a revised Request for Qualifications ("RFQ").
5. The Agency and Contractor entered into a Fourth Amendment to the Contract effective November 1, 2003 through November 30, 2003 to comply with the submission deadline date of the revised RFQ.
6. The Agency has completed the interviews and has selected On Target Delivery Service as the messenger service provider for the period December 1, 2003 through November 30, 2006.
7. Pursuant to the Agency's practice of approving previous Contracts for mail and delivery services, the total compensation during the initial 12-month term of the Contract has been negotiated based upon the Contractor's rates in an amount not to exceed \$35,000, which amount is to be adjusted in future years based on changes to the San Francisco-Oakland-San Jose Consumer Price Index for All Urban Consumers (CPI-U).

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 Personal Services Contract with On Target Delivery Service for a three year term beginning on December 1, 2003 and continuing through November 30, 2006, subject to appropriation in an amount not to exceed \$35,000 for the initial 12-month period, to be adjusted by changes pursuant to the San Francisco-Oakland-San Jose Consumer Price Index for All Urban Consumers (CPI-U), substantially in the form lodged with the Agency General Counsel.

APPROVED AS TO FORM:



James B. Morales
Agency General Counsel

for