

RESOLUTION NO. 61-2009

Adopted June 16, 2009

AUTHORIZING A FOURTH AMENDMENT TO THE PERSONAL SERVICES CONTRACT WITH BUSINESS DEVELOPMENT, INC., A CALIFORNIA CORPORATION, TO EXTEND THE TERM OF THE CONTRACT FOR TWO MONTHS FROM JUNE 30, 2009 TO AUGUST 31, 2009 AND TO INCREASE THE CONTRACT AMOUNT BY \$38,460, FOR A TOTAL AGGREGATE AMOUNT NOT TO EXCEED \$622,210, TO PROVIDE FISCAL AGENT AND ADMINISTRATIVE SUPPORT SERVICES TO THE BAYVIEW HUNTERS POINT PROJECT AREA COMMITTEE; BAYVIEW HUNTERS POINT REDEVELOPMENT PROJECT AREA

BASIS FOR RESOLUTION

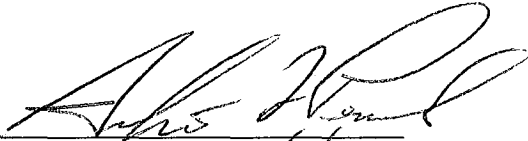
1. Since 1997, the 21-member Bayview Hunters Point (“BVHP”) Project Area Committee (“PAC”) has served as the public advisory body to the Redevelopment Agency of the City and County of San Francisco (“Agency”) for redevelopment activities in the BVHP Redevelopment Project Area (the Redevelopment Plan for BVHP was adopted in June 2006). To support the PAC’s advisory function, the Agency has provided for an annual budget that has primarily been utilized to secure a consultant to staff a site office in BVHP and provide administrative support to the PAC and information and outreach services to the broader BVHP community (collectively “Support Services”). The proposed fiscal year 2009-2010 budget supports the retention of a contractor to provide these Support Services. The Agency is currently initiating a new solicitation process to select this contractor.
2. Following a solicitation process as required by the Agency’s Interim Purchasing Policy and Procedures, on August 1, 2006 by Resolution No. 104-2006, the Commission authorized a ten-month Personal Services Contract (“Contract”) and operating budget in the amount of \$130,000 with Business Development, Inc. (“BDI”) to provide Support Services to the PAC. On June 19, 2007, by Resolution No. 72-2007, the Commission authorized a first amendment to the Contract to extend the term of the Contract by one year, with a fiscal year 2007-2008 budget of \$175,000. On February 19, 2008, by Resolution No. 4-2008, the Commission authorized a second amendment to the Contract mid-year to increase the scope of services, as well as the budget by \$28,750, for total fiscal year 2007-2008 budget of \$203,750. On June 3, 2008, the Commission authorized a third amendment to the Contract (“Third Amendment”) to extend the term of the Contract for one year from July 1, 2008 to June 30, 2009 in an amount not to exceed \$250,000.

3. The Third Amendment increased the Agency's funding commitment to a full year and continued the Agency's support of the initiatives underway in BVHP. The fiscal year 2008-2009 budget enabled BDI to maintain improved and new communications and office systems, respond to more frequent public inquiries due to heightened public awareness, better coordinate with the PAC chairpersons regarding agenda setting and meeting material distribution, complete a major overhaul of the website aimed at increasing its usability and functionality, maintaining and distributing a quarterly newsletter, increasing the number of mailings and maintain a generally increased workload.
4. The fourth amendment to the Contract ("Fourth Amendment") allows the Agency to finalize the formal solicitation process currently underway. Owing to required timelines and processes in the solicitation process, a new contract has not yet been initiated. A two-month extension of the existing Contract will allow the solicitation process to be completed in full without a breach of services to the PAC.
5. The Fourth Amendment continues the existing services, as outlined under the existing scope of work, at the same contracted rate as approved in the Third Amendment, not to exceed \$38,460.
6. The Fourth Amendment is not a project as defined by the California Environmental Quality Act Guidelines Section 15378(b)(5). Administrative activities of the Agency related to the provision of administrative support and outreach and information services to the PAC and the funding of such services will not independently result in a physical change in the environment.

RESOLUTION

ACCORDINGLY, IT IS RESOLVED by the Redevelopment Agency of the City and County of San Francisco that subject to appropriations by the San Francisco Board of Supervisors, the Executive Director is authorized to execute a Fourth Amendment to the Personal Services Contract with Business Development, Inc., a California corporation, to extend the term of the Contract for two months from June 30, 2009 to August 31, 2009 and to increase the Contract amount by \$38,460, for a total aggregate amount not to exceed \$622,210, to provide fiscal agent and administrative support services to the Bayview Hunters Point Project Area Committee, substantially in the form lodged with the Agency General Counsel.

APPROVED AS TO FORM:


For James B. Morales *2/11/09*
Agency General Counsel