

**RESOLUTION NO. 132-2009**

*Adopted November 17, 2009*

**AUTHORIZING A FIRST AMENDMENT TO THE PERSONAL SERVICES CONTRACT WITH ON TARGET DELIVERY SERVICE, A SOLE PROPRIETORSHIP, TO EXTEND THE CONTRACT FOR ONE YEAR FROM DECEMBER 1, 2009 THROUGH NOVEMBER 30, 2010**


**BASIS FOR RESOLUTION**

1. The Redevelopment Agency of the City and County of San Francisco ("Agency") has had a contract for messenger services with On Target Delivery Service ("On Target Delivery Service") for a number of years.
2. At the Agency Commission meeting of November 7, 2006, the Commission directed staff to negotiate a new sole source Personal Services Contract ("Contract") with On Target Delivery Service.
3. Pursuant to this direction, the Agency executed a Contract with On Target Delivery Service effective December 1, 2006 through November 30, 2009.
4. The Agency now wishes to amend the Contract to: extend the term of the agreement by one year from December 1, 2009 through November 30, 2010; increase the scope of services to include all local pick-ups and deliveries; increase the fee schedule (which includes a \$17.61 increase for Commission packet deliveries); and clarify the hours and fees for services provided through the Contract. The total aggregate of the Contract remains unchanged at an amount not to exceed \$100,000.
5. Approval of the First Amendment to the Contract ("First Amendment") is not a project as defined by the California Environmental Quality Act ("CEQA") Guidelines Section 15378(b)(5), because the activities to be undertaken by On Target Delivery Service pursuant to the First Amendment are Agency administrative activities that will not independently result in a physical change in the environment and are not subject to environmental review under CEQA.

**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 First Amendment to the Personal Services Contract with On Target Delivery Service to extend the Contract for one year from December 1, 2009 through November 30, 2010, in an amount not to exceed \$100,000 over the four-year term, substantially in the form lodged with the Agency General Counsel.

**APPROVED AS TO FORM:**

  
James B. Morales 11/18/09  
Agency General Counsel