



Legislation Text

File #: 13-593, **Version:** 1

Staff Report for Resolutions Authorizing the Strategic Consulting and Revenue Measure Feasibility Polling Services Agreements

SUMMARY AND RECOMMENDATIONS

Staff recommends adoption of the proposed resolutions authorizing the City Manager to execute agreements with The Lew Edwards Group and Godbe Research.

BACKGROUND

At the November 18, 2013 meeting, Council authorized the formation of an ad-hoc sub-committee in order to guide the work of staff and consultants who will provide strategic planning, community surveying/polling and data analysis services.

Staff now requests Council authorize the City Manager to execute agreements associated with the above-referenced work. Specifically, the proposed agreement with The Lew Edwards Group will provide lead consulting and strategic project management support, and the proposed agreement with Godbe Research would facilitate revenue measure feasibility polling services.

Analysis

Staff is recommending sole source contracts with these vendors based upon several factors, including their distinct subject matter expertise as well as San Leandro-specific knowledge that was obtained through past work experience on prior revenue measure feasibility studies in San Leandro. Additionally, the information provided by this analysis will be used to inform discussions at the City Council Planning Session that is scheduled for February 1, 2014. In order to ensure sufficient time is available to collect and analyze the survey information prior to the Planning Session, it is important to begin work as soon as possible.

Attached to this staff report are copies of the consultants' proposals, which provide additional details regarding the proposed contracts and scope of work.

Fiscal Impacts

The proposed agreement with The Lew Edwards Group will not exceed \$49,500 and the proposed agreement with Godbe Research will not exceed \$59,935. However, the final costs associated with the Godbe Research agreement may be less than this maximum figure depending upon the specific scope, content, duration and other variable figures for the community survey work that ultimately are recommended by the ad-hoc subcommittee.

Budget Authority

Staff proposes to fund these agreements using funds from the General Fund economic contingency reserve. Therefore, funds shall be transferred to the City Manager's Consulting account number 010-12-020-5120.

ATTACHMENTS

- Proposal by The Lew Edwards Group
- Draft Scope of Services for Lew Edwards Group
- Proposal by Godbe Research

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