



City of Oakland

SCHEDULE T

CONTRACT SUMMARY TRANSMITTAL*

FOR USE BY ALL CITY AGENCIES AND DEPARTMENTS FOR PROCUREMENT, CONSTRUCTION AND PROFESSIONAL SERVICES CONTRACTS

1. Agency: Police Services Department: OPD
2. Project Name: Contract Extension - Redflex Traffic Systems Inc. for Photo Red Light Enforcement Program Project Amount: \$4,320,000.00
3. Budget / Funding: (** Multiple Funding Sources - Complete Additional Funding Section on Page 2)
Fund #: 2416 Org #: 107510 Account #: 54919 Project #: P328920 Program #: PS14 Encumbrance Amount \$: \$4.32M
4. Project Manager / Responsible Employee Name: Sharon Williams
Title: Lieutenant of Police Phone: 777-8637 email: s.williams@oaklandnet.com
5. Supervisor / Direct Report or Alternate Employee Contact:
Name: Antoné Hicks Phone: 238-4768 email: ahicks@oaklandnet.com
6. Consultant / Contractor Name: Redflex Traffic Systems Inc.
Address: 23751 N23rd Avenue, Suite 150, Phoenix, AZ 85085 Phone: 623-207-2302 email: _____
7. Type of Contract (Mark X): Professional Service: x Construction: _____ Commodities: _____ Technology: _____
8. Statement of Contract Goal / Purpose: _____
9. Actual or Estimated Notice To Proceed (NTP) Date: August 24, 2011 Estimated Completion Date: February 24, 2011
10. Resolution Number: 80789 Resolution Date: July 17, 2007
11. Location of the Contract Documents: Fiscal Service Division, 455 7th Street, Rm 712, Oakland, CA 94607

THIS PORTION MUST BE COMPLETED BY THE AGENCY / DEPARTMENT AND/OR THE PROJECT MANAGER

Insert language below regarding the evaluation of performance and/or audit requirements. For example: This contract is subject to an independent audit initiated by the City of Oakland and/or this contract will be evaluated quarterly according to the deliverables defined below.

Please attach separate sheets if required.

Performance, Inspection, Fiscal Reporting and Audit Requirements	
Performance Evaluation:	
Inspection Requirement:	
Fiscal Reporting Requirement:	
Audit Requirement:	

Deliverables	Date Due	Completion Date	Responsible Source (Prime, Sub, Supplier, Other)	Performance
1				
2				
3				

City Representative: <u>Antoné Hicks</u> <small>(Please Print)</small> City Representative Signature: <u>A. H.</u>	Date: <u>8-12-11</u>
City Clerk: <u>Indra Scott</u> <small>(Please Print)</small> City Clerk Signature: <u>[Signature]</u>	Date: <u>9/27/11</u>

* Must be attached to the signed Contract / Agreement and the First and Final (last) Payment Requests

CONTRACT SUMMARY TRANSMITTAL PROCEDURE

Note: This Contract Summary Transmittal form must be completed and attached to the signed Contract / Agreement

Note: Agency / Department - Project Managers are responsible and must ensure:

Contract Compliance and Employment Services performed the following:

- 1) Compliance Analysis
- 2) Equal Benefits Determination
- 3) Living Wage Determination

Note: Before submission of a Contract:

Schedule M (Part A and B) must be submitted to the City Attorney's Office for written approval

- 1) Consultant / Contractor must complete Schedule M - Part A
- 2) The City Agency / Department must complete Schedule M - Part B

Note: A photocopy of the completed Contract Summary Transmittal form must be attached to the first and final payment request:

- 1) Photocopy the front and back of the completed Contract Summary Transmittal form
- 2) Photocopy must be attached to the back-up documentation, on the first payment request and on the final payment request that is submitted to the Finance and Management Agency / Accounts Payable Section

Contract Transmittal Procedure	Date Received	Received Initials	Date Returned	Returned Initials
Contract: Send to the City Attorney's Office for First Review				
Contract: Send to the Consultant / Contractor				
Contract: Send to the City Attorney's Office for Final Signature				RVF 9/29/11
Contract: Send to the Agency / Department Fiscal Services to Encumber Funds				
Contract: Send to the Finance and Management Agency / Purchasing Division ***				
Contract: Send to the Agency / Department for Director's Signature	9/23/11	AWB		
Contract: Send to City Administrator's Office for Approval (for contracts over \$15,000)				
Contract: Send to City Clerk's Office	9/27/11	JS		

*** All Contracts are sent to the Finance and Management Agency / Purchasing Division to ensure the required Funds are encumbered

Funds that are not encumbered may result in a delayed payment to the Consultant and/or Contractor

****Additional Funding Section**

Fund Number	Organization Number	Account Number	Project Number	Program Number	Encumbrance Amount

PROFESSIONAL SERVICE TIMELINE FORM

ID Number:	2586	Project No:	
ID Company1:		Project Title:	RFP for a Lease Installation and Maintenance of A Red Light Camera Enforcement System (RLCES)

Analysis Information

Date Received:	8/11/2011	Date Sup Reviewed to CAStaff2:	
Date Sup Reviewed to CAStaff1:	08/11/11	ID_CA_Staff2:	
ID_CA_Staff1:	Nocoasha Henry	Date Recvd by AA Staff2:	
Status by CAStaff1:	In process	Status by CAStaff2:	
Date Recvd by AA Staff1:	Aug/11/2011	Date Completed by CAStaff2:	
Date Completed by CAStaff1:	9/23/2011		

Award Information

Amendment Number:		Insurance Received:	
Time of Perf Start Date:	9/25/2011	Time of Perf End Date:	3/25/2012
Award Amount Number:		Awarded Amount Description:	
BusinessTaxNumber:	3694035	BusinessTaxExpDate:	12/31/2011
Proposed Date Date Recvd Schedule T:		Actual Date Date Recvd Schedule T:	8/12/2011

Contract Information

Proposed To Contractor:		Actual To Contractor:	8/31/2011
CertifiedMailNumber:	via email only- there were several versions.		
Proposed Return Date Contractor:		Actual Return Date from Contractor:	9/22/2011
2nd Letter To Contractor:		2nd CertifiedMailNumber:	
3rd Letter To Contractor:		3rd CertifiedMailNumber:	
Final Demand To Contractor:		FinalDemand CertifiedMailNumber:	

Proposed Date To CCO EBO:		Actual Date To CCO EBO:	9/22/2011
Proposed Return CCO EBO:		Actual Return CCO EBO:	9/21/2011
Date Received Work Order:		EBO Approval Date:	9/23/2011
		To Risk Manager:	
		Rtn Risk Manager:	

Proposed Date To City Attorney:		Actual Date To City Attorney:	9/23/2011
Proposed Date Return From City Attorney:		Actual Date Return From City Attorney:	9/23/2011
		Schedule M to OCA:	9/23/2011
		Rtn Schedul M from OCA:	9/23/2012
		Expiration of Schedule M:	9/23/2012

Proposed Date To Agency Director:		Actual Date To Agency Director:	9/23/2011
Proposed Date Notice To Proceed Date:		Actual Date Notice To Proceed Date:	September 23, 2011

PROFESSIONAL SERVICE TIMELINE FORM

NTP_CertifiedMailNumber: via email only

Proposed Date Return From Agency Director:

Actual Date Return From Agency Director:

9/23/2011

Proposed Date To City Administrator:

Actual Date To City Administrator:

9/23/2011

Proposed Date Return City Administrator:

Actual Date Return from City Administrator:

9/23/2011

Proposed Date To Accounting:

Actual Date To Accounting:

Proposed Date Return Accounting:

Actual Return Date Accounting:

Accounting Number:

200908851

Date Completed:

9/23/2011

Distribution Information

Distr_to Contractor:

9/23/2011

Distr To Fiscal Services:

9/23/2011

Distr To Project Manager:

9/23/2011

Distr To City Clerk:

9/24/2011

Distr To Accounting:

9/23/2011

Distr To Contract Compliance:

9/24/2011

Comments:



Contract Summary

Police Services Agency

To: Deanna Santana, City Administrator
From: ***Lt. Sharon Williams***
Date: ***August 12, 2011***
Re: ***Exclusive Agreement between the City of Oakland and Redflex Traffic Systems, Inc. for the Enforcement of the Photo Red Light Enforcement Program***

Justification: (prepared by project manager)

We are seeking a six month extension on the current contract with Redflex, Inc. to continue the Red Light Camera Enforcement System in the City of Oakland. Approval of Resolution No. 80789 C.M.S., dated July 17, 2009 authorizes the City Administrator to approve said extensions without return to Council, which is why we are seeking her signature.

Per your request, the following contract summary information is provided:

1. Using Agency: *Police Services Agency*
2. Contact Person/# *Sharon Williams, Lieutenant of Police, # 777-8637*
3. Contract Type: *Professional Services*
4. Detailed Description of Deliverables: *Enforce Photo Red Light Program*
5. Life of Contract: Starting Date: *August 31, 2007* Ending Date : *September 25, 2011*
6. Amount of Contract: *\$4,320,000.00*
7. Resolution Date, *7-17-07* Ordinance # _____ *Resolution # 80789* and
Funding Source: *1.2416.107510.54919.P328920.PS14*
8. Have all other parties signed off on this contract? (YES / NO) Indicate the name of the person that must sign this contract. Signatures must be obtained before submission to the City Administrator for final approval:
 - a. City Attorney's office: _____ No _____
 - b. Agency Head: _____ No _____
 - c. Contractor: _____ No _____
9. Time Sensitive? _____ Yes _____

Please remember to initial the Schedule- T. Thanking you in advance for your attention to this matter.

City Administrator Contract Authority Checklist

(Purchasing Ordinance, OMC Chapter 2.04)

Contract Authority (OMC §2.04.020.A). If "NO" is indicated for all questions in the *Type of Contract* section or the Council has approved this contract expenditure in an Appropriation Resolution, the City Administrator's authority to award and execute this contract is:

\$100,000 for Procurement, Construction and Services (includes non-professional, professional, technical and scientific services)

Limited Contract Authority (OMC §2.04.020.B). If "YES" is indicated for any of the questions in the *Type of Contract* section and Council has not approved this expenditure in an Appropriation Resolution, the City Administrator's authority to award and execute this contract is:

\$50,000 for Procurement, Construction, Non-professional Services
\$15,000 for Professional, Technical or Scientific Services

Loans, Development Agreements (e.g., Development and Disposition Agreements, Exclusive Negotiating Agreements, etc.), Real Estate Agreements (Leasing, Sales or Acquisition of Real Property). The Purchasing Ordinance does not establish any City Administrator authority to award or execute these types of agreements. Such authority is contained in the Oakland Charter and separate legislation.

Pay-go Grant Authority (OMC 2.04.017). The City Administrator is authorized to make Pay-go grants on behalf of Council members to a non-City organization (e.g., a school or neighborhood association) in any amount, provided the grant will be used for purposes consistent with restrictions on the pay-go funding source.

Type of Contract (OMC §2.04.020.B.1)

This contract is not related to a program or project that is identified in the current CIP or operating budget.

Yes (not in either budget)

No (is in CIP/Operating budget)

Circle One

Is this contract for services or supplies related to affordable housing projects?

Yes

No

Is this contract paid for, directly or indirectly, with Redevelopment Agency funds?

Yes

No

Is this contract paid for, directly or indirectly, with voter-approved measure funds?

Yes

No

Is this contract for the purchase of any technological, computer or computerized system services, software, equipment, hardware or products?

Yes

No

Appropriation Resolution (OMC §2.04.020.B.3)

This Contract was approved in *Appropriation Resolution No.* 80789 C.M.S., attached.

Yes

No

(Includes: 1) description of material/service, 2) contract amount, 3) funding source; 4) estimated time for execution and completion of contract, 5) statement whether program/project supported by contract is "new" or "previously existing.")

Competitive Award Process: Request for Proposals or Bid

The contractor or vendor was selected through a competitive process.

Yes

No

Or, the competitive bidding or RFP/RFQ process was waived in *Resolution No.* 80789 C.M.S., attached.

Yes

No

Completed by

[Signature]
Contract Administrator/Project Manager

on this

12th

day of

Aug 2011

CITY OF OAKLAND
DEPARTMENT OF CONTRACTING AND PURCHASING

WORK ORDER - CONTRACT ADMINISTRATION & PURCHASING

Please submit a completed WORK ORDER to initiate services.

Submitted by Antone Hicks
Agency Police Services Agency Department Traffic Division
Extension x86371 Project # P328920
Project Manager Sharon Williams
Name of Project Contract Extension with Redflex Traffic Systems, Inc. for Photo Red Light Enforcement Program
Name of Consultant Redflex Traffic Systems, Inc.

Federal Project Yes x No Formal Project Yes x No

Complete City Administrator's Contract/ Grant Authority Checklist on the back of this form

Type of Contract: Construction Construction/Design-Build Professional Services RFP RFQ

PROJECT BUDGET	AMOUNT	FUND	ORG	ACCOUNT	PROJECT	PROGRAM
Postage						
Advertising						
Contractor's Payment	\$4,320,000.00	2416	107510	54919	P328920	PS14
Duplicating						

Please check one or more boxes below and provide details if needed

CONTRACT ADMINISTRATION

- ☐ Start Bid Process (initial conference)
☒ Amend existing contract
From 9 / 30 / 07 To 2 / 24 / 11 (Action Requested)
☐ Schedule, Boilerplates and/or Forms
☐ Initiate of RFP/RFQ/NIB process
☐ Emergency sewer repairs
☐ Special CEDA Request
☐ Other _____

PURCHASING

- ☐ Initiate Purchase Order
☐ Emergency Purchase Order
☐ CEDA Request
☐ Surplus Equipment
☐ Other _____

- ☐ Pre-Bid Date Preference / / /
☐ Bid Due Date Preference / / /
☐ Project Priority 1* (Requires Dept. Head Approval)

- ☐ Pre Proposal Date Preference / / /
☐ Submittal Due Date Preference / / /
☐ Project Priority 2*

For Contract Administration:

*Priority 1 Projects: Projects marked in this category will be expedited above all others. The Department Head requesting that the project be expedited must sign off on the project concerning the urgency.

*Priority 2/Normal Process: Projects in this category will be processed through the normal procedure and subject to delays because of Emergency Projects.

FOR INTERNAL USE ONLY

Work Order # Lead Staff
Date Received / / Date Assigned / / Date Completed / /
Forwarded for Further Action To Social Equity/CC Social Equity/LE Purchasing Admin
Date Forwarded / / Date Assigned / / Date Completed / /
Returned to Sender (incomplete) Date Returned / / Date Received / /

RedFlex notes – Wednesday, August 17, 2011

1. Resolution 80789 states the following
 - a. **Waive the standard competitive bid process** and approve a modified competitive process
 - b. Award for a period of 37 months
 - c. Award in the amount **not to exceed \$4,320,000.00**
 - d. Award with and option to extend up to 4 years in 2 year increments under the same terms and conditions
 - e. City Administrator authorized to **complete all required negotiations, certifications, assurances, and documentation required to accept, modify, extend and/or amend this agreement for services** except for an increase in the contract amount without returning to Council.

The Agreement states the following:

1. On page 7 under Section 2 “Terms”
 - a. Agreement shall commence as of the date hereof **“Agreement was made on August 31 2007”**
 - b. shall continue for a period of **3 years after the Installation Date** (the “Initial Term”) **Note: expires August 31, 2010/September 31, 2010 with out the date of operational Installation.**
2. On page 5 under Section 1.12 “Installation date of the Photo Red Light Program” (this is the “Initial Term” of the agreement)
 - a. means the date on which Redflex **completes the construction and installation of at least one (1) Intersection Approach** in accordance with the terms of this Agreement so that such **Intersection Approach is operational** for the purposes of functioning with the Redlight Photo Enforcement Program.
3. On page 5 Section 1.15 “Operational Period” states:
 - a. means the period of time during the Term, commencing on the **Installation Date**, during which the Photo Red light Enforcement Program is functional in order to permit the etc
4. Pending complaint with Vivian Inman dated July 19, 2011

Therefore, based on the above information:

1. When was the Installation Date of the first operational Red light? This will give us the exact date of the agreement and the termination date for 37 months as based on the Resolution.
2. Based on that date you might be ok with not preparing a “letter for a Renewal Term”. We should prepare an Amendment to extent the agreement out for 2 years and not six months, not unless the Project Manager has a reason for the 6 months.
3. If the first operational Intersection Approach was operational in early 2008, then this agreement is already expired.

4. If the first operational Intersection Approach was operational in late 2008, you should be able to "Renew" the contract for 2 additional consecutive and 2 automatic years following the expiration of the Initial Term. Remember the Initial Term is based on the Installation Date of an operational Redlight.

I am going to suggest that in the mean time that we proceed with gathering all the additional documentation necessary to move the "2 year Renewal Term" forward while we determine what the actual Installation date will be. I will prepare a draft "Renewal/Amendment" for 2 years for this project in preparation of the Installation Date.

Can you provide me with a (1) Contact person name, (2) Phone number and (3) An email so that I can initiate the renewal of all schedules, insurance, business tax license etc. I hope this helps.

August 3, 2011

Redflex Traffic Systems, Inc
Attention: Ms. Karen Finley-President & CEO
23751 N. 23rd Avenue, Suite 150

Re: Contract Extension

Dear Ms. Finley,

The City of Oakland (hereinafter "the City") hereby agrees to extend the term (hereinafter the "Extension") of the Agreement (hereinafter "the Agreement") with Redflex Traffic Systems, Inc., originally entered into on or about August 24, 2008, for a Red Light Camera Enforcement System (hereinafter the "RLCS") for a period of time of six (6) months after the date of August 24, 2011. By execution below and return to the City, Redflex also agrees to the subject Extension.

The City of Oakland hereby agrees, warrants, and represents that it has all rights, power and authority to enter into this six month Extension of the Agreement, execute and deliver this letter and perform in full, any and all duties and services in connection therewith. By execution below and return to the City, Redflex also agrees, warrants, and represents that it has all right, power and authority to enter into the subject extension and to execute and return this letter agreement and perform in full, any and all duties and services in connection therein.

Except as expressly amended in writing in this letter, the Agreement and any and all amendments, attachments, and exhibits attached thereto and incorporated herewith by reference shall be unchanged and shall remain enforceable and in full force and effect.

Redflex Traffic Systems, Inc

Ms. Karen Finley-President & CEO

August 2, 2011

If you have any questions or wish to discuss this matter further, please do not hesitate to contact the undersigned.

Sincerely

Deanna Santana
City Manager

Agreed and Accepted:

REDFLEX TRAFFIC SYSTEMS, INC

Karen Finley
President & CEO



Contract Summary

Police Services Agency

To: Deanna Santana, City Administrator
From: ***Lt. Sharon Williams***
Date: ***August 12, 2011***
Re: ***Exclusive Agreement between the City of Oakland and Redflex Traffic Systems, Inc. for the Enforcement of the Photo Red Light Enforcement Program***

Justification: (prepared by project manager)

We are seeking a six month extension on the current contract with Redflex, Inc. to continue the Red Light Camera Enforcement System in the City of Oakland. Approval of Resolution No. 80789 C.M.S., dated July 17, 2009 authorizes the City Administrator to approve said extensions without return to Council, which is why we are seeking her signature.

Per your request, the following contract summary information is provided:

1. Using Agency: *Police Services Agency*
2. Contact Person/# *Sharon Williams, Lieutenant of Police, # 777-8637*
3. Contract Type: *Professional Services*
4. Detailed Description of Deliverables: *Enforce Photo Red Light Program*
5. Life of Contract: Starting Date: *August 31, 2007* Ending Date : *September 30, 2010*
6. Amount of Contract: *\$4,320,000.00*
7. Resolution Date, *7-17-07* Ordinance # *Resolution # 80789* and
Funding Source: *1.2416.107510.54919.P328920.PS14*
8. Have all other parties signed off on this contract? (YES / NO) Indicate the name of the person that must sign this contract. Signatures must be obtained before submission to the City Administrator for final approval:
 - a. City Attorney's office: No
 - b. Agency Head: No
 - c. Contractor: No
9. Time Sensitive? Yes

Please remember to initial the Schedule- T. Thanking you in advance for your attention to this matter.

CITY OF OAKLAND
DEPARTMENT OF CONTRACTING AND PURCHASING
WORK ORDER LOG

DIVISION OF: Contracting PRIORITY Non-Emergency
WORK_ORDER 14561 ENTRY_DATE 8/17/2011 ENTER_BY: Linda Jones - x7736

SUBMITTED_BY	<u>Antone Hicks</u>	SB_PHONE_N	<u>0</u>
AGENCY	<u>Police Services</u>	DEPARTMENT	<u>Traffic</u>
PROJECT_MANAGER	<u>Sharon Williams</u>	PM_EXT	<u>8637</u>
PROJECT_NO	<u>P328920</u>	NAME_OF_CONSULTANT	<u>Redflex Traffic Systems, Inc.</u>
PROJECT_NAME	<u>Contract Extension with Redflex Traffic System</u>		

FEDERAL PROJECT	FORMAL PROJECT	CONTRACT TYPE	PURCHASING ORDINANCE, OMC
<u>No</u>	<u>Yes</u>		<u>No</u>

WORK ORDER DESCRIPTION Amend Existing Contract

ADDITIONAL INFORMATION

FOR INTERNAL USE ONLY

LEAD_STAFF Nicoasha Henry - x5222 DATE RECEIVED: 8/17/2011
DATE ASSIGNED: 8/17/2011 DUE DATE: DATE COMPLETED:

RETURNED TO SENDER DATE

CITY OF OAKLAND
DEPARTMENT OF CONTRACTING AND PURCHASING

WORK ORDER - CONTRACT ADMINISTRATION & PURCHASING

Please submit a completed WORK ORDER to initiate services.

Submitted by: Antonee Hooks
Agency: Police Services Agency Department: Traffic Division
Extension: 8637 Project #: P328920
Project Manager: Sharon Williams
Name of Project: Contract Extension with Reflex Traffic Systems Inc. for Photo Red Light Enforcement Program
Name of Consultant: Reflex Traffic Systems Inc.

Federal Project Yes x No Formal Project x Yes No

Complete City Administrator's Contract/ Grant Authority. Checklist on the back of this form

Type of Contract: Construction Construction/Design-Build Professional Services RFP RFQ

PROJECT BUDGET	AMOUNT	FUND	ORG	ACCOUNT	PROJECT	PROGRAM
Postage						
Advertising						
Contractor's Payment	\$1,320,000.00	2416	107510	54919	P328920	PS14
Duplicating						

Please check one or more boxes below and provide details if needed

CONTRACT ADMINISTRATION

- ☐ Start Bid Process (initial conference)
☒ Amend existing contract
From 09/20/07 To 02/24/11 (Action Requested)
☐ Schedule, Boilerplates and/or Forms
☐ Initiate of RFP/RFQ/NIB process
☐ Emergency sewer repairs
☐ Special CEDA Request
☐ Other _____

PURCHASING

- ☒ Initiate Purchase Order
☒ Emergency Purchase Order
☐ CEDA Request
☐ Surplus Equipment
☐ Other _____

- ☐ Pre-Bid Date Preference ///
☐ Bid Due Date Preference ///
☐ Project Priority 1* (Requires Dept. Head Approval)

- ☐ Pre Proposal Date Preference ///
☐ Submittal Due Date Preference ///
☐ Project Priority 2*

For Contract Administration:

*Priority 1 Projects: Projects marked in this category will be expedited above all others. The Department Head requesting that the project be expedited must sign off on the project concerning the urgency.

*Priority 2/Normal Process: Projects in this category will be processed through the normal procedure and subject to delays because of Emergency Projects.

DD# 2586

FOR INTERNAL USE ONLY

Work Order #: 141561 Lead Staff: Looshka Henry AUG 17 2011 10:42
Date Received: 08/17/2011 Date Assigned: 08/17/2011 Date Completed: ///
Forwarded for Further Action To: Social Equity/CC Social Equity/LE Purchasing Admin
Date Forwarded: /// Date Assigned: /// Date Completed: ///
Returned to Sender (incomplete) Date Returned: /// Date Received: ///

City Administrator Contract Authority Checklist
(Purchasing Ordinance, OMC Chapter 2.04)

Contract Authority (OMC §2.04.020.A). If "NO" is indicated for all questions in the *Type of Contract* section or the Council has approved this contract expenditure in an Appropriation Resolution, the City Administrator's authority to award and execute this contract is:

\$100,000 for Procurement, Construction and Services (includes non-professional, professional, technical and scientific services)

Limited Contract Authority (OMC §2.04.020.B). If "YES" is indicated for any of the questions in the *Type of Contract* section and Council has not approved this expenditure in an Appropriation Resolution, the City Administrator's authority to award and execute this contract is:

\$50,000 for Procurement, Construction, Non-professional Services
\$15,000 for Professional, Technical or Scientific Services

Loans, Development Agreements (e.g., Development and Disposition Agreements, Exclusive Negotiating Agreements, etc.), Real Estate Agreements (Leasing, Sales or Acquisition of Real Property). The Purchasing Ordinance does not establish any City Administrator authority to award or execute these types of agreements. Such authority is contained in the Oakland Charter and separate legislation.

Pay-go Grant Authority (OMC 2.04.017). The City Administrator is authorized to make Pay-go grants on behalf of Council members to a non-City organization (e.g., a school or neighborhood association) in any amount, provided the grant will be used for purposes consistent with restrictions on the pay-go funding source.

Type of Contract (OMC §2.04.020.B.1)

Circle One

This contract is not related to a program or project that is identified in the current CIP or operating budget.

Yes (not in either budget)

No (is in CIP/Operating budget)

Is this contract for services or supplies related to affordable housing projects?

Yes

No

Is this contract paid for, directly or indirectly, with Redevelopment Agency funds?

Yes

No

Is this contract paid for, directly or indirectly, with voter-approved measure funds?

Yes

No

Is this contract for the purchase of any technological, computer or computerized system services, software, equipment, hardware or products?

Yes

No

Appropriation Resolution (OMC §2.04.020.B.3)

This Contract was approved in *Appropriation Resolution No.* 80789 C.M.S., attached.

Yes

No

(Includes: 1) description of material/service, 2) contract amount, 3) funding source; 4) estimated time for execution and completion of contract, 5) statement whether program/project supported by contract is "new" or "previously existing.")

Competitive Award Process: Request for Proposals or Bid

The contractor or vendor was selected through a competitive process.

Yes

No

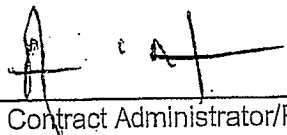
modified

Or, the competitive bidding or RFP/RFQ process was waived in *Resolution No.* 80789 C.M.S., attached.

Yes

No

Completed by



Contract Administrator/Project Manager

on this

12th

day of

Aug 2011

CITY OF OAKLAND

DEPARTMENT OF CONTRACTING AND PURCHASING

WORK ORDER - CONTRACT ADMINISTRATION & PURCHASING

Please submit a completed WORK ORDER to initiate services.

Submitted by Antone Hicks
 Agency Police Services Agency Department Traffic Division
 Extension x86370 Project # P328920
 Project Manager Sharon Williams
 Name of Project Contract Extension with Redflex Traffic Systems Inc. for Photo Red Light Enforcement Program
 Name of Consultant Redflex Traffic Systems, Inc.

Federal Project Yes x No Formal Project Yes x No Complete City Administrator's Contract/ Grant Authority Checklist on the back of this form
 Type of Contract: Construction Construction/Design-Build Professional Services RFP RFQ

PROJECT BUDGET	AMOUNT	FUND	ORG	ACCOUNT	PROJECT	PROGRAM
Postage						
Advertising						
Contractor's Payment	\$4,320,000.00	2416	107510	54919	P328920	PS14
Duplicating						

Please check one or more boxes below and provide details if needed

CONTRACT ADMINISTRATION

- ☐ Start Bid Process (initial conference)
- ☒ Amend existing contract
From 9/30/07 To 2/24/11 (Action Requested)
- ☐ Schedule, Boilerplates and/or Forms
- ☐ Initiate of RFP/RFQ/NIB process
- ☐ Emergency sewer repairs
- ☐ Special CEDA Request
- ☐ Other

PURCHASING

- ☐ Initiate Purchase Order
- ☐ Emergency Purchase Order
- ☐ CEDA Request
- ☐ Surplus Equipment
- ☐ Other

- ☐ Pre-Bid Date Preference / /
- ☐ Bid Due Date Preference / /
- ☐ Project Priority 1* (Requires Dept. Head Approval)

- ☐ Pre Proposal Date Preference / /
- ☐ Submittal Due Date Preference / /
- ☐ Project Priority 2*

For Contract Administration:

*Priority 1 Projects: Projects marked in this category will be expedited above all others. The Department Head requesting that the project be expedited must sign off on the project concerning the urgency.

*Priority 2/Normal Process: Projects in this category will be processed through the normal procedure and subject to delays because of Emergency Projects.

ID# 2586

FOR INTERNAL USE ONLY

Work Order # Lead Staff *Robert Henry*
 Date Received / / Date Assigned / / Date Completed / /

Forwarded for Further Action To Social Equity/CC Social Equity/LE Purchasing Admin
 Date Forwarded / / Date Assigned / / Date Completed / /

Returned to Sender (incomplete) Date Returned / / Date Received / /

Contract Authority (OMC §2.04.020.A). If "NO" is indicated for all questions in the *Type of Contract* section or the Council has approved this contract expenditure in an Appropriation Resolution, the City Administrator's authority to award and execute this contract is:

\$100,000 for Procurement, Construction and Services (includes non-professional, professional, technical and scientific services)

Limited Contract Authority (OMC §2.04.020.B). If "YES" is indicated for any of the questions in the *Type of Contract* section and Council has not approved this expenditure in an Appropriation Resolution, the City Administrator's authority to award and execute this contract is:

\$50,000 for Procurement, Construction, Non-professional Services
\$15,000 for Professional, Technical or Scientific Services

Loans, Development Agreements (e.g., Development and Disposition Agreements, Exclusive Negotiating Agreements, etc.), Real Estate Agreements (Leasing, Sales or Acquisition of Real Property). The Purchasing Ordinance does not establish any City Administrator authority to award or execute these types of agreements. Such authority is contained in the Oakland Charter and separate legislation.

Pay-go Grant Authority (OMC 2.04.017). The City Administrator is authorized to make Pay-go grants on behalf of Council members to a non-City organization (e.g., a school or neighborhood association) in any amount, provided the grant will be used for purposes consistent with restrictions on the pay-go funding source.

Type of Contract (OMC §2.04.020.B.1)

Circle One

This contract is not related to a program or project that is identified in the current CIP or operating budget.
Yes (not in either budget) No (is in CIP/Operating budget)

Is this contract for services or supplies related to affordable housing projects? Yes No

Is this contract paid for, directly or indirectly, with Redevelopment Agency funds? Yes No

Is this contract paid for, directly or indirectly, with voter-approved measure funds? Yes No

Is this contract for the purchase of any technological, computer or computerized system services, software, equipment, hardware or products? Yes No

Appropriation Resolution (OMC §2.04.020.B.3)

This Contract was approved in Appropriation Resolution No. 80789 C.M.S., attached. Yes No

(Includes: 1) description of material/service, 2) contract amount, 3) funding source; 4) estimated time for execution and completion of contract, 5) statement whether program/project supported by contract is "new" or "previously existing.")

Competitive Award Process: Request for Proposals or Bid

The contractor or vendor was selected through a competitive process. Yes No *modified*

Or, the competitive bidding or RFP/RFQ process was waived in Resolution No. 80789 C.M.S., attached. Yes No

Completed by [Signature], on this 12th day of Aug 2011.
Contract Administrator/Project Manager