

Late Backup



MEMORANDUM

TO: Marc Ott, City Manager
FROM: Ed Van Eenoo, Budget Officer
DATE: September 22, 2010
SUBJECT: Fiscal Memo for Item #88

Item #88 on the September 23, 2010 Council Agenda is to approve a resolution directing the City Manager, when posting certain items for the procurement of goods or services on council meeting agendas, to use notice language that allows Council to authorize negotiation and execution of an agreement with the qualified responder recommended by staff, or to select another qualified responder or responders, when appropriate, to provide the goods or services.

At this time, this item has no fiscal impact. Staff from Contract and Land Management Department (CLMD) and the Purchasing Office will be available to work on this item. The new processes will require more staff time per solicitation that is applicable. The goods and services solicitations that use the Best Value bid (ITB BV) or the Request for Proposal (RFP) process will require approximately ten more hours of direct staff time by the Buyer. The review committees will require more time when making their analysis which is estimated to be 10-25 hours depending upon the complexity of the solicitation.