TO: HONORABLE CITY COUNCIL
FROM: CITY MANAGER
DEPARTMENT: PUBLIC WORKS
DATE: JANUARY 17, 2006
CMR:107:06
SUBJECT: APPROVAL OF AMENDMENT #1 TO ENTERPRISE FUND CONTRACT NO. C3146379 WITH MEHDI GHADIANI (DOING BUSINESS AS COMPUTING SOLUTIONS GROUP) IN THE AMOUNT OF $24,000 FOR ADDITIONAL COMPUTER SYSTEM SERVICES AT THE WATER QUALITY CONTROL PLANT

RECOMMENDATION
Staff recommends that Council approve and authorize the City Manager or his designee to execute Amendment #1 to Contract No. C3146379 with Mehdi Ghadiani (doing business as Computing Solutions Group) to extend the term of the contract for an additional seven months and increase the maximum compensation by the amount of $24,000 for additional computer system services.

BACKGROUND
The City originally entered into the contract with Mr. Ghadiani on November 21, 2002. Under the contract, Mr. Ghadiani has provided software and hardware support services for the Public Works’ Environmental Compliance Division in connection with the computer databases that track and monitor pollutant discharges to and from the Regional Water Quality Control Plant. The contract was for an initial term of twelve months and was extended for two additional 12 month periods. The contract set the maximum compensation at a fee not to exceed $60,000 per year and was based on an hourly rate. The original contract was solicited by a Request for Proposals (RFP) and Mr. Ghadiani was selected to provide the services as a result of that process.

DISCUSSION
The scope of work to be performed under the contract amendment is for computerized data systems needed to support new requirements and reports required by regulatory agencies. Please see Attachment B for the complete scope of services.

This amendment will cover a short period (7-months) and insure performance of critical work while a separate RFP process is used to select a longer-term (3-year) contractor to provide computer software and hardware services for the Environmental Compliance Division. The short term amendment is needed because some of the previously authorized computer assistance funds had to be devoted to provide services associated with new Sanitary Sewer Overflow (SSO) requirements and reports. This new work was done in lieu of other computer system assistance tasks which still need to be completed in the near future.

The purchasing manager’s professional services contract authority is limited to contracts with terms...
that do not exceed three years (Palo Alto Municipal Code section 2.30.200 (d)). Accordingly, this amendment is required to be approved by Council.

Staff elected to recommend this short-term amendment instead of issuing a new RFP because of the need to have the services performed as soon as possible to meet year-end reporting requirements. Staff believes the most timely and cost-effective way to perform these tasks is to have Mr. Ghadiani perform them. Mr. Ghadiani developed the existing system and is the only one that could perform the tasks quickly at a reasonable cost. Anyone else would have to devote a substantial amount of time and resources learning the existing system. That would consume an unacceptable amount of City staff time and contractor dollars. The standard RFP process will be used for the longer-term contract and that process is being initiated now.

**RESOURCE IMPACT**

Funds are available in the appropriate enterprise fund-operating budget to cover these costs.

**ENVIRONMENTAL REVIEW**

This contract amendment does not constitute a California Environmental Quality Act project.

**ATTACHMENTS**

Attachment A: Contract (the Scope of Services is attached to the Contract as Exhibit “A-1”)

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Director of Public Works

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