

Minor, Beth

From: Ng, Judy
Sent: Friday, May 10, 2019 1:17 PM
To: Council, City
Cc: ORG - Clerk's Office; Council Agenda Email; Shikada, Ed; Flaherty, Michelle; Gaines, Chantal; Tanner, Rachael; Stump, Molly
Subject: May 13 Council Agenda Questions for Item 7: Amendment 2 to MRG Contract for Transportation Services

**Council Question Response**

Dear Mayor and Council Members:

On behalf of City Manager Ed Shikada, please find below the staff responses to inquiries made by Council Member Tanaka in regard to the May 13, 2019 Council Meeting agenda.

- Item 7: Approval of Amendment Number 2 to Contract Number C19172281 With Municipal Resource Group (MRG) to Increase the Not-to-Exceed Compensation by \$50,000 (for a new Not-to-Exceed Amount of \$200,000) to Provide Continued Transportation Support Services for the Office of Transportation

Item 7: Amendment 2 to MRG Contract for Transportation Services

1. **Will this 50 thousand dollar increase disappear once it is deemed that Mr. Tanda's extra services aren't necessary?**

Staff calculated the contract amendment amount based on the services needed from Mr. Tanda given the upcoming work necessary related to bike boulevard project reevaluation, parking, new staff (and the organization of the Office of Transportation), and rail. The funds should be used accordingly and upon completion of his work on these items, there should be no remaining funds.

2. **Why hasn't staff considered hiring Mr. Tanda from MRG?**

Mr. Tanda provides quality work products and coaching and is of great service to Palo Alto. As previously reported to the Council, Mr. Tanda served a full career in public service prior to joining MRG. In respecting his role as a consultant, permanent employment at the City is not being pursued.

3. **What metrics are used to evaluate Mr. Tanda's work?**

Mr. Tanda's contract has 4 distinct tasks for him to provide to the City. His work is tracked by staff and evaluated on the quality of the work he provides on those four tasks. As an example, he evaluated the Residential Preferential

Parking Permit Program (RPP). He provided a thorough evaluation report and many recommendations for the City to consider when making modifications to the program. He has also provided guidance to the City Manager related to the organization of the newly created Office of Transportation as per his contract. His professional services were instrumental in developing the proposed staffing enhancements in the FY 2020 budget currently being reviewed by the Finance Committee.

Thank you,
Judy Ng



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