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**DEPARTMENT OF  
PUBLIC WORKS**

OFFICE OF THE DIRECTOR

**CITY OF SACRAMENTO**  
CALIFORNIA

CITY HALL  
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SACRAMENTO, CA  
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916-449-5283

ADMINISTRATION  
916-449-8747

April 30, 1991

Budget and Finance Committee/Transportation  
and Community Development Committee  
Sacramento, California

Honorable Members in Session:

**SUBJECT: REEVALUATION OF THE ALTERNATIVE TO DIRECT HAUL SELECTION CLARIFICATION  
SCHEDULE**

**SUMMARY**

This report informs the Joint Committee of a City staff study of the subject schedule, which resulted in a 20-day reduction in the original February 19, 1991 time line.

**BACKGROUND**

On March 25, 1991, the Joint Committee reviewed the staff proposed clarification of the Alternative to Direct Haul selection process schedule and heard public testimony on the staff proposal. At this time, the Joint Committee directed staff to reevaluate the schedule in an effort to reduce it by two months and report back.

To identify the most effective City policies for input into a proposed materials recovery facility, a staff/consultant negotiation task force has been established. The group is comprised of:

Jack Crist, Deputy City Manager  
Tom Friery, City Treasurer  
Betty Masuoka, Director of Finance  
Bill Carnazzo, Senior Deputy City Attorney  
Sabrina Thompson, Deputy City Attorney  
Dave Pelser, Solid Waste Division Manager  
Mike Brown, Brown, Vence & Associates  
Steve Brekke-Brownell, Brown, Vence & Associates  
Reginald Young, Deputy Director of Public Works

The negotiating task force developed the clarification process schedule. This group, which is scheduled to meet each Monday, met on April 8, 1991, and reevaluated the original schedule. The results of this reevaluation is shown on Exhibit 1.

The time line compression is accomplished primarily by reducing the time allocated to vendor clarification meetings. Additionally, the schedule now reflects a new task. The new task will request City Council approval of those City policies staff believes essential to final contract development. The Joint Committee shall receive these policies for their review and approval on May 14, 1991.

**FINANCIAL**

This report has no financial impact.

**MBE/WBE**

Not applicable to this report.


**POLICY CONSIDERATIONS**

The staff recommended clarification process and preparation of a single model contract is innovative when compared to our routine consultant service selection. City Council concurrence with this policy is essential to the ultimate negotiation of a major long-term contract. While City staff has complied with a Joint Committee request to reduce the clarification process schedule, staff does have reservations about its ability to adequately communicate with the three finalists in this expedited manner.

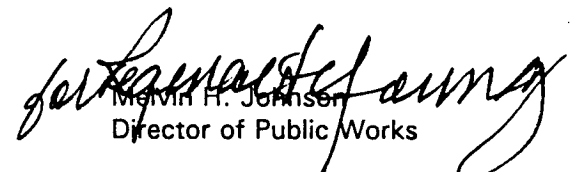
**RECOMMENDATION**

This report is provided for Committee information.

Respectfully submitted,

  
Reginald Young  
Deputy Director of Public Works

APPROVED:

  
Melvin H. Johnson  
Director of Public Works

FOR INFORMATION ONLY:

  
Jack Crist  
Deputy City Manager

Contact Person:  
Reginald Young, Deputy Director of Public Works  
449-5283

April 30, 1991  
All Districts

**SCHEDULE FOR  
ALTERNATIVE TO DIRECT HAUL  
SELECTION COMMITTEE PROCESS**

<u>Tasks</u>	<u>Date(s) (Was)</u>	<u>Date(s) (Proposed)</u>
1. Prepare Council-Vendor Notification	February 19, 1991	February 19, 1991
2. Solicit Vendor Contract Input	February 26, 1991	February 26, 1991
3. Hire Consultants	February 26 - March 3, 1991	February 26 - March 3, 1991
a. Legal	February 26, 1991	February 26, 1991
b. Contract	March 3, 1991	March 3, 1991
4. Prepare Contract Outline	March 29, 1991	March 29, 1991
5. Staff Review of Contract Outline	April 8, 1991	April 8, 1991
6. Prepare Draft Model Contract	April 29, 1991	
6A. Policy Decision Report Release to Public		May 10, 1991
6B. Policy Decisions to Joint Committee		May 14, 1991
7. Staff Finalize Model Contract	May 14, 1991	May 13, 1991
8. Submit Model Contract With Transmittal Letter to Vendors	May 21, 1991	May 21, 1991
9. Receive Vendors Contract Comments	June 21, 1991	June 14, 1991
10. Review Vendor Comments	July 8, 1991	July 1, 1991
11. Hold Vendor Clarification Meetings	July 24 - August 9, 1991	July 10 - July 19, 1991
Vendor A --	July 24, 25, & 26, 1991	V-A 10th and 17th
Vendor B --	July 31 & August 2 & 3, 1991	V-B 11th and 18th
Vendor C --	August 7, 8, & 9, 1991	V-C 12th and 19th
12. Consultants Brief Selection Committee	August 12, 1991	July 24, 1991
13. Selection Committee Evaluation and Scoring	August 19, 1991	July 31 - August 5, 1991
14. Selection Committee Recommendation to Joint Committee	September 3, 1991	August 13, 1991
15. Selection Committee Recommendation to City Council	September 10, 1991	August 20, 1991
(A) FOR VENDOR INFORMATION		
(B) NEW TASK		