



CITY OF LODI COUNCIL COMMUNICATION

AGENDA TITLE: Adopt Resolution Authorizing City Manager to Execute a Professional Services Agreement with Padilla & Associates, Inc., for Disadvantaged Business Enterprise (DBE) Program Consulting Services (\$6,300)

MEETING DATE: May 5, 2004

PREPARED BY: Public Works Director

RECOMMENDED ACTION: That the City Council adopt a resolution authorizing the City Manager to execute a professional services agreement with Padilla & Associates, Inc., to submit the City of Lodi's Disadvantaged Business Enterprise (DBE) Program Overall Annual Goal for Federal Fiscal Year 2004/05.

BACKGROUND INFORMATION: The U.S. Department of Transportation (DOT) regulations under 49CFR, Part 26, Participation by Disadvantaged Business Enterprises in Department of Transportation Financial Assistance Programs, ensures fair competition for all DOT contracts. The regulations are intended to insure a level playing field on which minority, women, and other disadvantaged small businesses can compete for federally-assisted highway, transit and airport contracts. These regulations require the City of Lodi to submit an Overall Annual Goal that meets the regulations as a condition of using Federal funds. The Overall Annual Goal must be submitted in June 2004 for the Federal fiscal year of October 1, 2004 through September 30, 2005.

Padilla & Associates, Inc., was hired to develop the DBE Program and goals for the last three Federal fiscal years. The consultant will prepare the Overall Annual DBE Goal for Federal Fiscal Year 2004/05 utilizing 49CFR Part 26 goal-setting methodology, including calculation of the base figure and required analysis; determine the City's race-neutral and race-conscious participation projections and corresponding rationale towards meeting the overall annual goal; and prepare required submissions to Caltrans. They will also develop the required public notice and compile public facilitation summary for submission to Caltrans.

Staff is able to perform some of the required details in submitting the overall annual goal. However, there are tasks, such as the goal-setting methodology, that need to be done by the consultant. There are complex analysis and calculations involved that staff is unable to perform, and there is not local training offered so that staff may be able to handle it in-house.

FUNDING: Public Works Administration Operating Budget FY 04/05 (Professional Services) \$6,300

Vicky R. McAthie for
Vicky McAthie, Finance Director

Richard C. Prima, Jr.
Richard C. Prima, Jr.
Public Works Director

Prepared by Rebecca Areida, Management Analyst
RCP/RA/pmf
cc: Padilla & Associates, Inc.

APPROVED: *H. Dixon Flynn*
H. Dixon Flynn, City Manager

RESOLUTION NO. 2004-86

A RESOLUTION OF THE LODI CITY COUNCIL
AUTHORIZING THE CITY MANAGER TO EXECUTE A
PROFESSIONAL SERVICES AGREEMENT WITH PADILLA &
ASSOCIATES, INC., FOR DISADVANTAGED BUSINESS
ENTERPRISE PROGRAM CONSULTING SERVICES

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NOW, THEREFORE, BE IT RESOLVED that the Lodi City Council does hereby authorize the City Manager to execute a professional services agreement with Padilla & Associates, Inc., for Disadvantaged Business Enterprise Program consulting services, not to exceed \$6,300.

Dated: May 5, 2004

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I hereby certify that Resolution No. 2004-86 was passed and adopted by the Lodi City Council in a regular meeting held May 5, 2004, by the following vote:

AYES: COUNCIL MEMBERS – Beckman, Hitchcock, Howard, Land, and Mayor Hansen

NOES: COUNCIL MEMBERS – None

ABSENT: COUNCIL MEMBERS – None

ABSTAIN: COUNCIL MEMBERS – None



SUSAN J. BLACKSTON
City Clerk

CITY COUNCIL

LARRY D. HANSEN, Mayor
JOHN BECKMAN
Mayor Pro Tempore
SUSAN HITCHCOCK
EMILY HOWARD
KEITH LAND

CITY OF LODI

PUBLIC WORKS DEPARTMENT

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H. DIXON FLYNN
City Manager
SUSAN J. BLACKSTON
City Clerk
D. STEVEN SCHWABAUER
Interim City Attorney
RICHARD C. PRIMA, JR.
Public Works Director

April 29, 2004

Padilla & Associates, Inc.
2650 E. Imperial Highway, Ste. 204
Brea, CA 92821

SUBJECT: Adopt Resolution Authorizing City Manager to Execute a Professional Services Agreement with Padilla & Associates, Inc., for Disadvantaged Business Enterprise (DBE) Program Consulting Services (\$6,300)

Enclosed is a copy of background information on an item on the City Council agenda of Wednesday, May 5, 2004. The meeting will be held at 7 p.m. in the City Council Chamber, Carnegie Forum, 305 West Pine Street.

This item is on the consent calendar and is usually not discussed unless a Council Member requests discussion. The public is given an opportunity to address items on the consent calendar at the appropriate time.

If you wish to write to the City Council, please address your letter to City Council, City of Lodi, P. O. Box 3006, Lodi, California, 95241-1910. Be sure to allow time for the mail. Or, you may hand-deliver the letter to City Hall, 221 West Pine Street.

If you wish to address the Council at the Council Meeting, be sure to fill out a speaker's card (available at the Carnegie Forum immediately prior to the start of the meeting) and give it to the City Clerk. If you have any questions about communicating with the Council, please contact Susan Blackston, City Clerk, at (209) 333-6702.

If you have any questions about the item itself, please call Rebecca Areida, Management Analyst, at (209) 333-6800, extension 2658.



for: Richard C. Prima, Jr.
Public Works Director

RCP/pmf

Enclosure

cc: City Clerk