

Agenda Report

TO: CITY COUNCIL **DATE:** APRIL 14, 2008

FROM: CITY MANAGER

SUBJECT: AUTHORIZATION TO INCREASE THE NOT TO EXCEED AMOUNT OF PURCHASE ORDER CONTRACT WITH AVANT-GARDE, INC. TO PROVIDE THE SERVICES OF AN INTERIM HOUSING MANAGER

RECOMMENDATION

It is recommended that the City Council authorize an increase of \$125,001 to the not to exceed amount of the purchase order contract with Avant-Garde, Inc., thereby increasing the not to exceed amount from \$74,999 to \$200,000, to provide the services of an Interim Housing Manager.

It is further recommended that the City Council grant the proposed action an exemption from the Competitive Selection Process of the Competitive Bidding and Purchasing Ordinance, pursuant to Pasadena Municipal Code section 4.08.049(B) contracts for which the City's best interest are served.

BACKGROUND

In the fall of 2007 the City contracted with Avant-Garde Inc., to provide the services of an Interim Housing Manager, Sylvia Ruiz. As part of the recommended operating budget for fiscal year 2009, the City Manager will be recommending the creation of a Housing Department. Should such recommendation be approved, it is expected that the selection of a permanent Director of Housing would take place shortly thereafter.

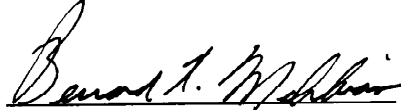
In order to maintain the continuity of operations until the Director position is filled on a permanent basis, staff is recommending an increase in the not to exceed amount of the purchase order contract with Avant-Garde Inc. The proposed amount will be sufficient to cover the cost of these services through the end of the fiscal year.

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FISCAL IMPACT

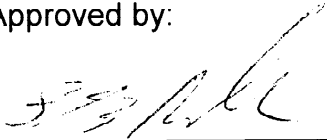
Sufficient funding is provided for the current year operating budget under the City Manager's Office, Housing Division.

Respectfully submitted,



Bernard K. Melekian
Bernard K. Melekian
City Manager

Approved by:



Steve Mermell
Steve Mermell
Director of Finance

Prepared by:



Larry Hammond
Larry Hammond
Purchasing Administrator

**Disclosure Pursuant to the
City of Pasadena Taxpayer Protection Amendment
Pasadena City Charter, Article XVII**

Contractor/Organization hereby discloses its trustees, directors, partners, officers, and those with more than 10% equity, participation, or revenue interest in Contractor/Organization, as follows:

(If printing, please print legibly. Use additional sheets as necessary.)

1. Contractor/Organization Name:
ADVANCED AVANT GARDE CORP dba AVANT GARDE INC

2. Type of Entity:
 non-government nonprofit 501(c)(3), (4), or (6)

3. Name(s) of trustees, directors, partners, officers of Contractor/Organization:

ANA M. LENOUE, PRESIDENT & CEO
LISSETTE CALLEROS, VICE PRESIDENT
RAYMOND ABASSI, V.P.
SID MOUSAVI, CEO

4. Names of those with more than a 10% equity, participation or revenue interest in Contractor/Organization:

ANA M. LENOUE
LISSETTE CALLEROS
RAYMOND ABASSI
SID MOUSAVI

Prepared by: Ana M. LENOUE
Title: President
Phone: 626 657-7000
Date: April 10, 2008