



# CITY OF SACRAMENTO

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## DEPARTMENT OF PLANNING AND DEVELOPMENT

1231 "I" Street

Sacramento, Ca. 95814

**Administration**  
Room 300 449-5571  
**Building Inspections**  
Room 200 449-5716  
**Planning**  
Room 200 449-5604

December 11, 1986

Budget and Finance Committee  
Sacramento, CA

Honorable Members in Session

SUBJECT: Extension of Contract with Telos Consulting

### SUMMARY

The Planning and Development Department has been utilizing Telos Consulting to develop procedures and computer systems to assist departmental operations. To continue the development and maintenance of these systems, staff is considering establishment of a career position. A three month extension of the Telos Consulting contract is recommended to continue systems development while the department prepares the career position proposal.

### BACKGROUND

Shortly after the Planning and Development Department was created, Jerry Cohen of Telos Consulting was retained to review and improve departmental services. He first evaluated the systems utilized by Current Planning and Commercial Plan Checking and developed procedures and computer systems for these areas. He is currently developing the Permit Management System to assist field inspection activities and is initiating the development of a Case Management System for the Nuisance Abatement Division.

The rapid expansion of these and other computer applications is now taxing the department's fourteen microcomputers. The Building Permit Management System and Nuisance Abatement Case Management System cannot be fully implemented without a significant increase in computer capacity. These needs have been discussed with the Data Management Department and presented to the Management Information Executive Committee and the department will be requesting a central file server and a local area network in the 1987-88 budget request.

Jerry Cohen provides the department with the industrial engineering, programming and management skills to effectively develop and manage this system. Mr. Cohen's contract expires early in January 1987 and the department is persuing development of a career position for Mr. Cohen to continue providing this service to the City.

The Personnel Department will be developing specifications for the proposed position. After the specifications are completed, a report will be presented to the City Council requesting creation of the new position.

The continued development of these workload and information systems is critical in the department's plans to provide more effective services to the community. It is recommended that the City's contract with Telos Consulting be extended for three months to maintain continuity of services until City Council can consider the proposed position.

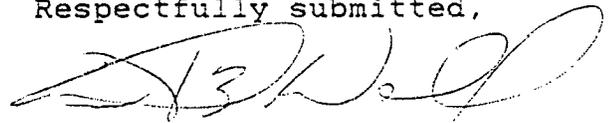
FINANCIAL INFORMATION

The cost to extend the Telos contract for three months will be \$18,000. Funding for this extension is available in the Planning and Development budget and no additional appropriation is required.

RECOMMENDATION

Staff recommends that the Budget and Finance Committee recommend that the City Council adopt a resolution increasing the amount of Agreement #85161 with Telos Consulting by \$18,000.

Respectfully submitted,



Robert B. Wall  
Acting Director  
Planning and Development

RECOMMENDATION APPROVED:



Jack R. Crist  
Deputy City Manager

# RESOLUTION No.

Adopted by The Sacramento City Council on date of

December 11, 1986

A RESOLUTION AUTHORIZING EXECUTION OF AN AMENDMENT  
TO CITY AGREEMENT NO. 85161 WITH TELOS CONSULTING

BE IT RESOLVED BY THE CITY OF SACRAMENTO:

That the City Manager and City Clerk are hereby authorized and directed to execute on behalf of the City of Sacramento an amendment to City Agreement No. 85161 with Telos Consulting for continued development of Planning and Development Department procedures and systems. The amount for the additional work shall not exceed \$18,000.

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MAYOR

ATTEST:

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CITY CLERK