

City Council Announcements

February 16, 2010

A. Information Needed by Council Staff

1. Attached are two letters from Council Chair Martin. One is formally requesting that the Administration take over the study of 800 S / Sunnyside walk-ability, and the other is confirming the Council's decision regarding the audit contract for the City.

Would the Council review the attached letters?

2. Council Policy Amendments for Council review and approval: 1) Rules of Decorum amendments and abbreviated language, and 2) New section re: Filming and Recordings at Council Meetings.
3. Provided the new process the Council utilizes to approve grant funding within the Consent Agenda, an outline of the grant applications is below. The details of each grant are also attached. If you have any objections, please speak with a member of staff.

Grant Reference Title	Grant Amount	Grant Program
2009 Water Conservation Master Plan Landscape Efficiencies Inter-Active Website	\$25, 554	Water Conservation Field Services Program FY 2010

February __, 2010

Mayor Ralph Becker
PO Box _____
Salt Lake City, Utah

Dear Mayor,

The Council has been interested in having a study done on the walkability 800 South/Sunnyside (700 East to Foothill). To support this interest, \$79,625 was allocated in the CIP budget for FY 2009 to hire a consultant to conduct a more thorough study. Originally the Council thought that we might manage this study, but we would like to formally request that this project be moved forward within the Administration.

The need for traffic calming along this stretch of road has been pursued by the abutting residents for over ten years. A few years ago, the Council invited walk-ability expert Mark Fenton to a tour with Council Members and other guests. The tour briefly looked at both 300 West and Sunnyside Avenue as two sites with great potential for increasing walk-ability. This stretch of road is a complicated combination of arterial vehicular traffic (commuters going to Downtown), pedestrians (including school children for the three schools, recreation center and busy park along this stretch), and bicyclists (this is identified as a major East-West bike lane in the trails master plan). The need for making this street more pedestrian and bike friendly was highlighted with the installation of upgraded power lines along the corridor. The Council's intent with a more formal study is to identify what specific improvements can be made to this stretch of 800 South/Sunnyside to increase walk-ability and encourage alternative modes of transportation. The Council's goal is to have a document that is detailed enough that would show a phased set of improvements along the corridor, which can be considered for funding each year within the City's CIP budget.

A project like this would certainly be a better fit under the leadership of the Administration – perhaps within Community & Economic Development and the Transportation Division where most study results would be integrated. We would imagine that a study for this corridor could provide a template for improvements along other City streets where traffic speed is an issue - suggested changes to the streetscape, number of traffic lanes, street amenities, pedestrian friendly features, bike lanes, etc.

We look forward to working with you on this project and seeing what a consultant and your staff suggest to address this issue of traffic speed and management of different users along 800 South.

Sincerely,

February 11, 2009

Procurement Official
Purchasing & Contracts Management Division
451 South State Street, Room 238
Salt Lake City, UT 84111

RE: REQUEST FOR PROPOSAL FOR SERVICES, RFP NO. 0103RFP100011

Please be advised that the selection committee for the above referenced rfp, comprised of:

Chair, Jennifer Bruno, City Council Office
Sylvia Richards, City Council Office
Karen Halladay, City Council Office
Gordon Hoskins, City Finance Division
Teresa Beckstrand, City Finance Division

Elwin Heilmann, City Finance Division
Gina Chamness, City Finance Division
Carol Dillinger, Department of Airports
Valda Tarbet, Redevelopment Agency
Jim Lewis, Public Utilities

has completed the proposal evaluation and selection process, and made a formal recommendation to the City Council for final selection. The committee used the criteria listed in the rfp for the evaluation. The committee members individually completed proposal score sheets that were tabulated, resulting in an initial ranking of the proposals (see attached initial composite score sheet). The committee, using the initial scoring process as a basis for discussion, met and analyzed the results.

Firm	Points
Hansen, Barnett & Maxwell	1186
Mayer Hoffman McCann	1125
KPMG	963
Joseph Eve	866

The committee then made a formal recommendation to the City Council for a final determination of contract award. The City Council voted to follow the scoring results and recommendation of the selection committee, resulting in this final ranking of the proposals.

The final ranking of offerors is as follows:

Name	initial points	final rank
Hansen, Barnett & Maxwell	1186	1
Mayer Hoffman McCann	1125	2
KPMG	963	3
Joseph Eve	866	4

The City Council unanimously selected the top ranked proposal for contract award as the most advantageous to the City based on the criteria for evaluation. Please proceed with the notification and negotiation of contract with Hansen, Barnett & Maxwell. Attached are copies of the committee composite scores for each criteria and a list of comments about each proposal.

If you have any questions in this regard, please feel free to contact the Salt Lake City Council Office.

Yours truly,

JT Martin
City Council Chair

Attachment
cc: Contract File 00-0-00-0000
RFP File 0103RFP100011

Council Members,

The Attorney's Office has provided some suggested changes to the Rules of Decorum documents prepared for your review.

Below are copies of the abbreviated language that could be used on electronic agenda postings and on the Council's website, and the longer version made available at Council meetings.

Abbreviated Rules of Decorum – for use on electronic agenda copies, and posting on the Council website.

The City Council Meeting offers an opportunity for all visitors to comfortably participate in dialogue on a variety of issues. Please observe a few rules of good manners in order to maintain the Chamber as a place where people feel comfortable to participate, and where the meeting can be conducted in an orderly fashion. 1) Abide by the two-minute time limit on all comments to allow everyone equal time, 2) Be respectful of speakers by not jeering or cheering at them, 3) Demonstrate respect for others by refraining from the use of insulting or offensive language, and 4) Coordinate with a staff member regarding the sharing of documents or questions about recording meetings.

Rules of Decorum during a City Council Meeting

The City Council Meeting offers the opportunity for public dialogue on many issues. People may agree or disagree with arguments made there. The City Council wants people to speak out on items that concern them, and the Council wants everyone to feel comfortable when speaking or when listening to speakers.

To maintain the Chamber as a place where people feel comfortable participating in their government and so that the meeting can be conducted in an orderly, efficient, effective, and dignified fashion, free from distraction, intimidation, and threats to safety, please observe the following rules of civility:

- *Please open any large bags, purses or backpacks for inspection by officers before entering the City Council Chamber or the Committee of the Whole Room (Room 326).*
- *If anyone has a prop or piece of equipment integral to a presentation, please clear its use with an officer before entering the Council Chamber.*
- *If you have questions about proper placement of recording equipment or recording in general, please coordinate this with an officer or staff member before the beginning of the meeting.*
- *The City Council does not allow any disruptive demonstrations for or against an issue, including the waving of placards or pictures.*
- *If you have written remarks, a document, or other items you may want the City Council to review, please give them to our staff, and they will distribute them for you.*
- *Please observe a two-minute time limit so everyone may have a chance to speak.*
- *The City Council expects people in the Chamber to be respectful of speakers including not jeering at them – or cheering or clapping for them. In addition, speakers should refrain from using words or comments intended to incite a disruption to the meeting.*
- *Failure to follow these decorum rules may result in removal from the meeting.*

Public Hearings

The Public Hearing section of the Council agenda is set aside for the public to comment on specific items as listed on the Council's agenda. Those in attendance are expected to follow the rules of civility as outlined above and to limit their comments to the subject matter of the public hearing.

Public Comments to the City Council (See reverse side on how to submit your comments.)

The Public Comments section allows speakers to address the City Council on any subject. However, the City Council expects those who speak to follow the same rules of civility for speakers and listeners that those who speak at public hearings observe.


There may be times when a City Council Member may request a point of personal privilege from the Chair to ask a question or make a brief remark, but generally this portion of the meeting is designed for you to speak and the City Council to listen.

C.20 FILMING, PHOTOGRAPHY AND RECORDINGS AT CITY COUNCIL MEETINGS

- a. Salt Lake City's Information Management Services Division (IMS) films the open portions of City Council meetings. The footage is available to the public on line at the Salt Lake City web site. It is considered public information. The public may also request a copy on disk.
- b. Filming and pictures taken of Council proceedings by individual members of the public or by organizations is allowed within the following limitations:
 - i. The use of cameras and recording devices shall be allowed in a manner designed to address the free expression rights, security, visual sight lines and comfort of other meeting attendees.
 - ii. In order to avoid distracting, intimidating or creating a potential safety concern to persons speaking at the podium, all members of the public must remain behind the audience podium and no closer than the front row.
 - iii. Cameras may not be set up on tripods or stands, unless within the designated area for tripods or stands, as tripods or stands may create a tripping hazard for other meeting attendees.
 - iv. Under no circumstances may a camera be set up or filming, photography, or recording performed in a manner that blocks an aisle or doorway.
- c. Credentialed news media personnel working on a news assignment may set up tripods, stands, and other recording equipment within the designated area for credentialed media or the designated area for the general public.
- d. Designated Areas will be established in consultation with the City Police Department representative.
- e. Other requests for video, photographs and / or audio recordings that can be lifted from film will likely be referred to the City's IMS Division.
- f. Failure to follow these procedures may result in removal from the meeting.

Grant Application Submission Notification Memo

TO: Jennifer Bruno, Gina Chamness, Sherrie Collins, David Everitt, Cindy Gust-Jensen, Karen Halladay, Ben McAdams, Sylvia Richards, Lehua Weaver

FROM: Elizabeth Myers 

DATE: February 5, 2010

SUBJECT: 2009 Water Conservation Master Plan Landscape Efficiencies Inter-Active Website

FUNDING AGENCY: U.S. Department of the Interior/Bureau of Reclamation

GRANT PROGRAM: Water Conservation Field Services Program FY 2010

REQUESTED AMOUNT: \$25,554

DEPARTMENT APPLYING: Department of Public Utilities

COLLABORATING AGENCIES: City of West Jordan, Metropolitan Water District of Salt Lake & Sandy Salt Lake County Urban Farming Program, Wasatch Community Garden,

DATE SUBMITTED: February 4, 2010

SPECIFICS:

- Technical Assistance (Training) Equipment/Supplies Only
- Provides _____ FTE Position(s)
- Existing New Overtime Requires Funding After Grant

Explanation: _____

- Match Required 100% In-Kind or Cash
- Computer Software Development In-House or Contract Services
- Contractual Services
- New Program (City not performing function now)

GRANT DETAILS:

- Salt Lake City Department of Public Utilities (SLCDPU) requested \$25,554 to publish a Landscape Efficiencies Inter-Active Website with the goal to reduce landscape water waster and to reduce over-all landscape water use by residential, commercial/industrial, and institution water users through implementation of landscape water efficiency management practices contained on the website.
- If awarded, the grant funds will cover the cost of contracting with a landscape design software firm to design, create, and publish the Landscape Efficiencies Inter-Active Website.
- SLCDPU is supplying the required match of \$25,674 through:
 - 1) an in-kind contribution of \$18,674 through the salary and fringe benefits of the full-time Water Conservation Program Coordinator to devote 525 hours over 24 months to oversee project implementation; supply plant lists, photos, demonstration garden locations to the consultant; coordinate promotional activities with the project partners; and conduct three beta tests, and
 - 2) a cash contribution of \$7,000 for a web license fee of \$3,500 per year for two years.

cc: Sarah Behrens, Krista Dunn, Gordon Hoskins