

Council Meeting of
April 25, 2006

Honorable Mayor and Members
of the City Council
City Hall
Torrance, California

Members of the Council:

**SUBJECT: Recommendation to Extend the Consulting Services Agreement with
PlanNet Consulting**

Expenditure: Not applicable

RECOMMENDATION

The Information Technology Director recommends that Council approve the extension of the contract term with PlanNet Consulting LLC, of Brea, CA, for one year due to unanticipated delays in designing, bidding, and implementing the telephone system replacement.

Funding

No additional funding is requested. Funds are encumbered in "FEAP 174 - Telephone & Voicemail Replacement" capital project (4015035).

BACKGROUND

The original consulting service agreement was approved by Council on March 22, 2005. The agreement was established so that PlanNet Consulting could assist staff in replacing the City-owned and operated telephone and voicemail systems. These systems support the City Hall, City Yard, Police, Fire Headquarters, and Carson WiN facilities. The original term expired on March 20, 2006.

ANALYSIS

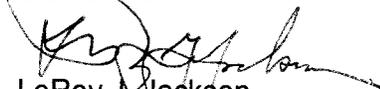
The original timetable was exceeded due to additional time spent performing in-depth user group interviews, researching emerging product features, and drafting a complex Request for Proposal. There is a \$577.50 invoice pending payment for services received. The additional time spent on these activities is solely attributable to internal staff. The additional time required to complete the services agreement is not attributable to PlanNet Consulting, nor does the extension increase the cost of the agreement.

Respectfully submitted,



RICHARD SHIGAKI
Information Technology Director

CONCUR:



LeRoy J. Jackson
City Manager

Attachment A: Amendment to Agreement

P:\word\agenda\PlanNet Contract Extension for 2006.doc

AMENDMENT TO AGREEMENT

This Amendment to Agreement is made and entered into as of _____ by _____ and between the CITY OF TORRANCE, a municipal corporation ("CITY") and Plan Net Consulting, a Limited Liability Company ("CONSULTANT").

RECITALS:

- A. CITY and CONSULTANT entered into an Agreement on March 22, 2005 whereby CONSULTANT agreed to assist in researching, designing, bidding, and implementing the telephone systems replacement.
- B. The original Agreement was for a one-year term, effective March 22, 2005 through March 20, 2006.
- C. The CITY is satisfied with the level of service provided by CONSULTANT and wishes to extend the contract for one year.

AGREEMENT:

1. Paragraph 2 "TERM" is amended to read in its entirety as follows:

"2. TERM
Unless earlier terminated in accordance with Paragraph 4 below, this Agreement will continue in full force and effect until March 20, 2007"

2. In all other respects, the Agreement dated March 22, 2005 between CITY and CONTRACTOR/CONSULTANT is ratified and reaffirmed and is in full force and effect.

CITY OF TORRANCE,
a Municipal corporation

Plan Net Consulting
a Limited Liability Company

Dan Walker, Mayor

By: _____, President

ATTEST:

Sue Herbers, City Clerk

APPROVED AS TO FORM:

JOHN L. FELLOWS III
City Attorney

By: _____