


**CITY COUNCIL ACTION REQUEST**

<b>Department(s):</b> Airport	<b>CEQA:</b> Not a Project, File No. PP17-003, Agreements/Contracts (New or Amended) resulting in no physical changes to the environment.	<b>Coordination:</b> City Attorney's Office, City Manager's Budget Office	<b>Dept. Approval:</b> /s/ Mukesh (Mookie) Patel
<b>Council District(s):</b> 6			<b>CMO Approval:</b>  6/6/24

**SUBJECT: AMENDMENT TO MASTER SERVICES AGREEMENT BETWEEN THE CITY OF SAN JOSÉ AND FAITH GROUP, LLC FOR AIRPORT ON-CALL INFORMATION TECHNOLOGY SERVICES**

**RECOMMENDATION:**

Adopt a resolution authorizing the City Manager or her designee to negotiate and execute a Third Amendment to the Master Services Agreement between the City of San José and Faith Group, LLC for on-call Information Technology services, extending the expiration of the current term by one year to July 4, 2025, and increasing the maximum compensation by \$50,000, not to exceed a total of \$1,585,000.

**BASIS FOR RECOMMENDATION:**

On June 23, 2016, the City entered into an agreement with the consulting firm Faith Group, LLC to provide professional information technology services for the San José Mineta International Airport for a term expiring on July 4, 2021. City Council subsequently approved a first amendment to the contract to make adjustments to its compensation provisions with no increase in total compensation. The Airport Department exercised the two one-year options in the contract to extend the contract to July 04, 2023, with no increase in compensation. Last year, the Airport executed a second amendment to provide the Airport with specialized technical expertise with a Registered Communications Distribution Designer staff member. This position works on the architectural design and scope of the network, cabling and telecommunication infrastructure, and connectivity for all tenants, contractors, and staff at the Airport.

The Airport is trying to hire an Information Systems Analyst to perform this work. The initial posting only had three candidates who met the minimum qualification. Ultimately, one candidate withdrew from consideration and another was not local. The Airport modified the job description and qualifications and reposted the position. The extension of this contract will allow the Airport to use the technical expertise and historical knowledge from the Faith Group, LLC as we transition these duties to a full-time employee. The Airport recommends increasing the maximum compensation and extending the term of the consultant agreement to ensure ongoing access to a current subject matter expert.

San José Municipal Code Section 4.12.210 requires that the City engage in a competitive procurement on all professional services contracts, including consultant agreements, with a payment amount exceeding \$10,000. City Council may determine that an unusual or unique situation exists that makes the application of the requirements for competitive procurement of the services included in the agreement amendment contrary to the public interest. Staff recommends that the City Council determine it is not practical or economical to engage in a new competitive procurement to fill this temporary gap between the end of the current consulting agreement and the City onboarding a staff member to assume these duties.

**Commission Recommendation/Input:**

No commission recommendation or input is associated with this action.

<b>COST AND FUNDING SOURCE:</b>
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Fund #	Appn #	Appn Name	Total Appn	Amt. for Contract	2024-2025 Proposed Operating Budget Page*	Last Budget Action (Date, Ord. No.)
523	0802	Airport Non-Personal/Equipment	\$59,549,251	\$50,000	816	N/A

\*The 2024-2025 Proposed Operating Budget is scheduled for City Council adoption on June 18, 2024.

**FOR QUESTIONS CONTACT:** Mathew Kazmierczak, Division Manager, 408-392-3640