TO: **Sacramento Public Library Authority Board Members**

FROM: **Denise M. Davis, Deputy Library Director**

RE: **Professional Services Agreement: Finance Management Support Services**

RECOMMENDED ACTION(S):

1. **Approve** an amendment to the professional services agreement with L. Patrick Samsell, LLC for finance management support services in an amount not to exceed $110,000 during Fiscal Year 2011 (requires two-thirds Authority Board approval).

2. **Authorize** the Library Director to sign all documents related to this contract amendment within the approved terms and consistent with the requirements of the Authority's Contracts and Procurement Policy.

REASON FOR RECOMMENDATION

The Sacramento Public Library entered into a Professional Services Agreement with L. Patrick Samsell, LLC on November 3, 2010, to provide general financial support services on an as-needed basis as determined by the Authority for the period of November 1 through December 15, 2010, and in an amount not to exceed $24,500.

Given the ongoing need for finance management support as the Authority completes its fiscal audit for FY 2009-10, makes adjustments to the Authority approved budget for FY 2010-11 in preparation for the mid-year update, and begins to plan for the FY 2011-12 budget process, Library staff is recommending an amendment to the agreement with L. Patrick Samsell, LLC, extending the current contract through June 30, 2011, in a total agreement amount not to exceed $110,000.

At this time, Library staff recommends extension of the current contract in a total agreement amount not to exceed $110,000, with all services to be completed no later than June 30, 2011, and that the Library Director be authorized to sign all agreements related to this contract amendment.

ATTACHMENTS

None.

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