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CITY OF OAKLAND

MEMORANDUM

TO: HONORABLE MAYOR &
CITY COUNCIL

FROM: Sabrina B. Landreth

SUBJECT: City Administrator's Weekly Report

DATE: January 29, 2016

INFORMATION

Following are the key activities to be highlighted this week:

Oakland Promise Launched To Boost College Graduation Rate – On Thursday, January 28, Mayor Libby Schaaf and Oakland Unified School District Superintendent Antwan Wilson launched the Oakland Promise. With a broad-base of support, the initiative is a cradle-to-career approach modeled on national best practices, and aimed at significantly increasing the college completion rate of Oakland public school graduates.

Department Of Race And Equity Has An Interim Director – On Tuesday, January 19, Dante J. James arrived at the City of Oakland to begin laying the groundwork for the hiring of the first Director of the Department of Race and Equity. He is on loan from the City of Portland, Oregon, where he heads Portland's Office of Equity and Human Rights. In 2015, the City of Oakland created the Department of Race and Equity. The creation of the department reflects the City's recognition and acknowledgment that racial disparities exist—they are systemic—and it is time to provide focus and support for their elimination. The department is tasked with integrating, on a city-wide basis, the principle of ensuring that Oakland is a "fair and just" city, by eliminating systemic inequities caused by past and current decisions, systems of power and privilege and policies. The new Department of Race and Equity will focus on the work of the city government to ensure that it is providing its services in ways that do not exacerbate disparities based on race. As an example, in Oakland's not-so-distant past, housing and employment policies, like elsewhere in the U.S., were explicitly racist. The effects of these past institutional policies and practices still influence, usually unintentionally, current public policies or practices, and create race-based inequity across our community. The department will work to bring awareness and analysis to these disparate outcomes and help departments find ways to approach their work with an equity lens and understanding of their impacts on community. To read the media release, please visit <http://www2.oaklandnet.com/w/oak056494>. For more information, please contact Dante James at DJJames@oaklandnet.com or (510) 238-7156.

OPD School Safety Unit Hosts Open House – On Wednesday, January 20, the Oakland Police Department's (OPD) School Safety Unit welcomed students from International High School to an Open House at the Police Administration Building (PAB). OPD's Youth Open Houses, funded by a Juvenile Accountability Block Grant, have been designed for students and officers to build

relationships, have open discussions about community/police relations and expose youth to law enforcement-related careers. Students' evaluation scores and comments indicate that overall they feel the program is positive and successful. Multiple OPD divisions are represented in the PAB lobby, offering a cross section of interesting law enforcement careers as well as information about youth programs (e.g., PAL/Explorers, Cadet program). After getting a chance to learn more about what OPD offers, the students and officers enjoyed lunch together. For more information, please contact the OPD Media Relations Office at opdmedia@oaklandnet.com or (510) 238-7230.

Community Meeting To Present Alternatives For Downtown Oakland's Future – On Monday, February 1, as part of its ongoing public engagement in Plan Downtown Oakland, the City of Oakland will host a community meeting. At the meeting, participants will review and comment on ideas to be presented for the future of Downtown Oakland. These ideas have been crafted based on input gathered during public hands-on workshops, open houses, tours, meetings and one-on-one conversations. The meeting will be held from 6:00 to 8:30 p.m. at the Malonga Casquelourd Center for the Arts, 1428 Alice Street. Hundreds of Oaklanders have engaged in the conversation about Plan Downtown Oakland, the City's first ever specific plan that will shape the future of Downtown. And the conversation continues with City staff meeting with community groups, neighborhood groups and individuals. Using community feedback from these engagement activities, the City's team has developed a set of draft policy and design options for the community to evaluate and choose from. These options and their tradeoffs will be presented at the community meeting on February 1. The presentation will be followed by a question and answer session and an open house to allow attendees to review the information in detail and provide additional feedback. At the forefront of the Plan Downtown Oakland conversation has been a widespread hope that Oakland will maintain its diverse, unique and creative culture, without displacing vulnerable residents, business owners, tenants and artists. Another key point of agreement is a desire for a vibrant and safe street life that supports families, seniors, youth, bicyclists, pedestrians and transit riders. There have also been calls for family-friendly amenities such as parks and multi-bedroom affordable housing units. Oaklanders are encouraged to attend the public meeting to consider the options for the future. The final plan will incorporate the best of the options and ideas discussed at this meeting. For those unable to attend the meeting, comments may be emailed to plandowntownoakland@oaklandnet.com. An online forum is also underway at <http://speakupoakland.org/projects/plan-downtown-oakland>. To read the media release, please visit <http://www2.oaklandnet.com/OAK056833>. For more details, please visit www.oaklandnet.com/plandowntownoakland.

Extended Office Hours for 2016 Business Tax Renewal – The City of Oakland Business Tax Division is extending its customer service office hours from 8:00 a.m. to 8:00 p.m. on Monday, February 29, 2016 and Tuesday, March 1, 2016 to provide assistance to taxpayers with their business tax renewals. The Business Tax Division is located at 250 Frank H. Ogawa Plaza, Suite 1320.

OPR Summer Job Opportunities – Beginning Tuesday, February 16, applicants will be able to apply for a variety of part-time summer jobs with Oakland Parks & Recreation (OPR). Summer positions include Recreation Leader I, Recreation Aide, Sports Official, Lifeguard and more. Individuals ages 16 and older are encouraged to apply online. To read the job descriptions for the various positions, please visit www.oaklandnet.com/parks. Beginning on February 16, those

interested in the position will be able to apply online at <http://bit.ly/1ZTKz8A>. For more information, please call OPR's general information line at (510) 238-7275.

Casting Call: OPD's 6th Annual Lip Sync Special Olympic Fundraiser – On Saturday, April 9, members of the Oakland Police Department (OPD) will present “Singing with the Stars Lip Sync Battle” at the Greek Orthodox Community Center, 4700 Lincoln Avenue. This annual event is one of three that OPD participates in to raise money for Special Olympics Northern California. So far, the roster of famous and fabulous artists who will be lip synced to includes Rick Ross, Ja Rule, Kid Rock, J. Lo and LL Cool J. The first rehearsal is on Tuesday, February 9, 4:30 p.m. at the Police Administrator Building auditorium. Slots are available for City employees who have the uncanny ability to channel celebrities to join the show; come try out for a spot on the program or join the preparation team. Mark your calendars for the show on April 9 with an admission charge of \$40 for dinner, dancing, laughing and fun times. For more information, please contact Officer Felicia Aisthorpe at faisthorpe@oaklandnet.com.

Speeches Of A Dream – On Monday, February 8, the Malonga Casquelourd Center of the Arts, located at 1428 Alice Street, will host their annual Speeches of a Dream open mic event from 6:00 to 8:00 p.m. The free community event will include poetry, music and art. For more information, please contact Darrin Hodges, Center Director, at (510) 238-7217.

Special Olympics Polar Plunge & 5K Dash And Splash – On Saturday, February 20, an intrepid crew of Oakland Police Department (OPD) officers and employees will take the Polar Plunge into the chilly waters of the San Francisco Bay. It takes a lot of dedication to jump into ice-cold water in the middle of winter, but our warm-hearted officers are willing to do it to raise money for the Special Olympics Athletes. OPD is one of California's top law enforcement supporters of the Special Olympics, and participates every year in three fundraising events: the Polar Plunge, Torch Run and Lip Sync Battle. Luckily, donating to the Polar Plunge is easy; just visit the OPD Team donation link at <https://www.classy.org/fundraise/team?ftid=65233>. For more information, please contact Deputy Chief David Downing at d Downing@oaklandnet.com or (510) 238-7620.

Need Help Filing Your Taxes? Come To The Oakland Public Library – On Tuesday, February 2, the Oakland Public Library will kick off its annual Free Tax Assistance program. Tax Assistance, provided by American Association of Retired Persons (AARP) volunteers, will be available at following five Library locations:

- Main Library, 125 14th Street (starting Wednesday, February 3)
- César E. Chávez Branch Library, 3301 E. 12th Street, Suite 271 (starting Thursday, February 4)
- Dimond Branch Library, 3565 Fruitvale Avenue (starting Tuesday, February 2)
- Eastmont Branch Library, 7200 Bancroft Avenue, Suite 211 (starting Friday, February 5)
- Golden Gate Branch Library, 5606 San Pablo Avenue (starting Wednesday, February 3)

The program concludes Monday, April 18. For a complete schedule, please visit <http://oaklandlibrary.org/services/tax-assistance-program>. For more information, please call the Main Library Information Desk at (510) 238-3134.

Latham Square Construction Update – On Tuesday, January 26, City staff provided an update on the Latham Square Project. Over the holidays, the Latham Square Streetscape Improvements Project completed the plaza seat wall foundations, planter boxes, curbs and infrastructure for irrigation and plaza lighting. The plaza and roadway rough grading and sub-base were completed as well. Over the next four weeks, weather permitting, the project anticipates installing the granite curbs, concrete base for the plaza pavers, bulb-out improvements at 17th Street and Telegraph Avenue and concrete base for the roadway pavers on Telegraph Avenue between 16th Street and Broadway. Please note that the 16th Street and Telegraph Avenue intersection will be temporarily closed for about four weeks during the installation of the roadway pavers. An update will be posted when there is more specific information about this temporary closure. Businesses surrounding Latham Square are open during construction. Please support Oakland's local businesses, especially during this construction period. While you are there, be sure to abide by the posted signs and use the designated crosswalks at 14th Street and 17th Street. To learn more about how this project is benefitting the neighborhood, please visit www.oaklandnet.com/lathamsquare. For more information, please Nick Cartagena, Project Manager, at ncartagena@oaklandnet.com.

City Releases Draft Mobile Food Vending Regulations – On Monday, January 25, the Planning & Building Department released a draft proposal for an expanded mobile food vending program for public review and comment. The City of Oakland is considering streamlining its rules and regulations for mobile food vending. The City recognizes that, with proper management, food vending can be a great way to encourage walking, add vitality to streets and neighborhoods and promote local economic development. The City proposes that the current "pilot" program be expanded citywide to allow food vending in all commercial and industrial areas with certain buffer distances and greater enforcement. Residents, business owners, mobile food vendors and other community stakeholders can comment on the details of the proposed regulations, in advance of the public hearings on the proposed regulations. Staff continues to be available to present the proposal to groups with an interest in mobile food vending. To review the draft proposal, please visit <http://www2.oaklandnet.com/w/oak056851>. For more information about the City's Food Vending program and proposals, visit www.oaklandnet.com/foodvending. To share your comments and ask questions, please contact Devan Reiff, Project Manager, at dreiff@oaklandnet.com or (510) 238-3550.

OPD Officers Make Car Stop, Recover Assault Weapon – On Wednesday, January 20, at about 6:23 p.m., Oakland Police officers elected to conduct a traffic stop related to a vehicle code violation. During the preliminary investigation, officers discovered an illegal assault rifle. The driver was arrested at the scene. Officers additionally recovered multiple rounds of ammunition. For more information, please contact the OPD Media Relations Office at opdmedia@oaklandnet.com or (510) 238-7230.

OPD Arrests Three For Burglary – On Thursday, January 21, just after noon, Oakland Police officers responded to a residential burglary in the 4700 block of Tompkins Avenue. When the officers arrived on scene, they were able to locate three suspects, who were arrested in connection with the residential burglary. Additionally, the vehicle the suspects were driving had been reported stolen. Investigators are looking into the possibility that these suspects may be connected to other

crimes. For more information, please contact the OPD Media Relations Office at opdmedia@oaklandnet.com or (510) 238-7230.

OPD Officers Quickly Locate, Arrest Bank Robbers – On Monday, January 25, at approximately 10:00 a.m., Oakland Police officers responded to a call regarding a bank robbery at the Wells Fargo Bank in the 3300 block of Lakeshore Avenue. Witnesses were able to provide descriptions of the suspects and the suspect vehicle. At approximately 10:24 a.m., OPD officers who were canvassing nearby located the suspect vehicle, conducted an investigative stop and arrested two male adult Oakland residents for the robbery. This investigation is ongoing and anyone with information is asked to contact the investigators at (510) 238-3426. For more information, please contact the OPD Media Relations Office at opdmedia@oaklandnet.com or (510) 238-7230.

Oaklanders Invited To Share Their Visions Of Oakland's Future – On Tuesday, January 12, Mayor Libby Schaaf invited Oakland residents and business owners to join in the development of a visionary transit proposal. The proposal, due Thursday, February 4, is for a \$50 million U.S. Department of Transportation (USDOT) "Smart City Challenge" grant application. Oakland's crowdsourcing approach to the USDOT's challenge reflects the kind of "bold and innovative thinking" that Secretary Foxx is calling for from America's cities. You can help demonstrate that connected citizens, open-source initiatives, transparent and responsible government, and the sharing economy have the potential to out think and out produce traditional responses to funding opportunities by sharing your thoughts and big ideas at www.smartoakland.net. While on the site, take a moment to review and comment on thoughts submitted by others. The "Beyond Traffic: Smart City Challenge" will provide one U.S. city up to \$40 million to create an integrated first-of-its-kind, use of data and technology to shape how people and goods move. The winning city will also receive \$10 million from Vulcan Philanthropy to support infrastructure that addresses climate change. In addition, the winning city's public buses will be retrofitted with advanced collision avoidance technology. The City of Oakland will submit an ambitious proposal informed by thoughts from Oaklanders and others who share Oakland's core values of equity, resilience and vibrant sustainable infrastructure. To learn more about the USDOT "Smart City Challenge," please visit www.transportation.gov/smartcity. For more information on Oakland's engagement process and submission, please contact Michael Ford, Smart Oakland Project Manager, at mford@oaklandnet.com.

Covered California Enrollment Office In City Hall – Through Saturday, January 30, a Covered California enrollment office will be open in Oakland City Hall, 1 Frank H. Ogawa Plaza. This enrollment location will operate Monday through Friday from 10:00 a.m. to 7:00 p.m., and Saturday from 10:00 a.m. to 4:00 p.m. Oakland is one of 20 U.S. cities working to generate the largest percentage increase in Affordable Care Act sign-ups during the open enrollment period. For more information, please visit <http://www2.oaklandnet.com/OAK056664>.

Our City Public Design Fair – From Thursday, February 4 to Saturday, February 6, the Our City Public Design Fair will feature nine public design installations in the inaugural Oakland event held in Frank H. Ogawa Plaza, 14th Street at Broadway. The public is invited to interact with the pieces between 8:00 a.m. and 8:00 p.m. These will be early-stage test projects, with the goal of inspiring longer-term community-driven installations in Oakland. All of the projects are designed and built

by local teams based in Oakland. Public feedback on the installations will be collected to help inform potential future projects. For more information, please visit www.ourcity.is/oakland.

Oakland Residents, Business Owners Urged To Prepare For El Niño – On Wednesday, December 9, the City of Oakland issued a media release that detailed steps it is taking to prepare for above-average rainfall and strong winds. In the release the City urged residents and business owners to prepare in advance – before heavy rains begin. Oakland Public Works crews are making advance preparations to help mitigate storm-related impacts and to allow City crews to respond as effectively as possible to any storm-related impacts. During big storm events, our crews and emergency personnel will be working around the clock, but they – along with crews around the region – may be overwhelmed, so you should plan ahead to have the supplies you would need in any emergency. Simple preparation steps taken now can go a long way toward lessening the impact of weather emergencies. Review emergency plans and prepare your family, home and vehicle. More information and resources for winter storm preparedness are available at www.oaklandnet.com/ElNino. A brochure in English, Chinese and Spanish detailing preparation steps has recently been added to the website. For those without Internet access, preparation tips are available by calling (510) 444-CITY. While on the website, subscribe to receive the City's emergency email and text alerts so you can stay informed. You can help minimize flooding in your neighborhood by participating in the City's Adopt A Drain program. By keeping storm drains clean, you help prevent flooding of streets and sidewalks, allowing City crews to focus on critical storm-response activities. The City will provide supplies and debris bags. To sign up now, please visit www.adoptadrainoakland.com or call (510) 238-7630. To report storm-related emergency issues on public property and in the public right-of-way (e.g., flooding, mudslides and landslides onto streets and sidewalks), please contact the Public Works Call Center directly at (510) 615-5566. For non-emergency requests for services on public property and in the public right-of-way, please contact the Call Center by:

- Email: opwcallcenter@oaklandnet.com
- Online: www.oaklandpw.com
- Mobile app: SeeClickFix

To read the media release, please visit <http://www2.oaklandnet.com/w/oak056236>. To read an information memorandum on the steps the City is taking to prepare for El Niño and on the communications efforts underway to ensure that we optimize the reach and repetition of our preparedness and recovery messages, please visit <http://www2.oaklandnet.com/w/oak056200>.

Get Help With Taxes Through The EITC Campaign – On Monday, January 25, the Alameda County-Oakland Community Action Partnership (AC-OCAP), in partnership with United Way of the Bay Area and Eden I&R, Inc., launched the 2015 Earned Income Tax Credit (EITC) Campaign. EITC is a refundable tax credit available to working, low-income individuals and families. Depending on the family size and income, these tax credits can boost household incomes and lift families out of poverty. Last year, during the EITC Campaign, IRS tax preparers logged more than 32,000 volunteer hours to prepare 21,195 free tax returns for low-wage earners at 34 Volunteer Income Tax Assistance sites throughout Alameda County. Eden I&R staff handled 862 calls and 1,515 referrals. The net result was \$8,881,602 in Earned Income Tax Credits and more

than \$25,017,080 in total refunds. For a list of locations of no-cost tax preparation sites, please call 2-1-1 or visit www.earnitkeepitsaveit.org or www.AC-OCAP.com. For more information, please contact Cecilia Garcia, Administrative Assistant, at cgarcia@oaklandnet.com.

Assistance In Completing Business Tax Forms To Be Offered – Through Monday, February 22, staff members from the City of Oakland's Revenue Management Bureau are offering assistance to seniors, local business owners and rental property owners with their business tax forms. This new program is meant to better serve our community by having staff available to assist at senior centers. Simply bring your annual Business Tax Declaration for your business or rental property. City staff will assist you with completing your declarations and receiving your payment. Forms can be provided if you do not have them. Payments should be made using a check, credit card or debit card that can be used as a credit card; No cash will be accepted. Alternatively, you can get help with completing your form(s) and take it with you to mail at a later date. Forms are on time if they are postmarked by March 1, 2016. The remaining dates and times that staff will be available are:

- North Oakland Senior Center
5714 Martin Luther King, Jr. Way
10:00 a.m. to 12:30 p.m.
Thursday, February 4
Thursday, February 18
- Downtown Senior Center
200 Grand Avenue
12:30 to 2:30 p.m.
Monday, February 1
Wednesday, February 17
- West Oakland Senior Center
1724 Adeline Street
10:00 a.m. to Noon
Monday, February 8
Monday, February 22
- Hong Lok Senior Center
168 11th Street
10:00 a.m. to 1:00 p.m.
Tuesday, February 9
Tuesday, February 16
- Fruitvale-San Antonio Senior Center
3301 E. 12th Street, Suite 201
10:00 a.m. to 1:00 p.m.
Wednesday, February 3
Wednesday, February 10
- East Oakland Senior Center
9255 Edes Avenue
10:00 a.m. to 12:30 p.m.
Friday, February 5
Friday, February 19

For more information, please contact the Oakland Business Tax Office at (510) 238-3704.

RFP, RFQ Opportunities with the City of Oakland – In February, a variety of formal Request for Proposals (RFPs) and Request for Quotations (RFQs) from the City of Oakland will close.

To: Honorable Mayor and City Council

Subject: City Administrator's Weekly Report

Date: January 29, 2016

Due Date/Time	Title/Description	Contact
Monday, February 1, 5:00 p.m.	5873 - RFP for West Oakland Street Outreach Services. The City of Oakland is soliciting Request for Proposals from qualified agencies to conduct Street Outreach and violence intervention with youth and young adults at highest risk for involvement in violence in West Oakland. Hard copies of the proposals are due February 1, by 5:00 p.m. to City of Oakland, Human Services Department, 150 Frank Ogawa Plaza, Suite 4340, Oakland, CA 94612.	Johanna Halpern-Finnerty, Human Services jhalpern-finnerty@oaklandnet.com (510) 238-2350
Thursday, February 11, 2:00 p.m.	5902 - (NTB) C267630 Pump Station Improvements. The proposed work consists, in general, of removing and replacing equipment, demolishing existing equipment and structures, rehabilitating existing structures and installing new equipment at three sewage lift stations. Equipment to be replaced and installed include various pumps, piping, valves, electrical equipment and adding three standby engine generators, and other items shown to be constructed on the contract drawings or specifications.	Calvin Hao, Public Works chao@oaklandnet.com (510) 238-7395
Friday, February 19, 2:00 p.m.	5900 - RFQ Notice for On-Call Hazardous Materials Consulting Services 2016. It is the intent of the City of Oakland's Public Works Department to establish multiple on-call contracts to provide a wide range of professional environmental consulting services related to asbestos/lead-based paint/mold pre-demolition surveys; project design; abatement/remediation cost estimating; project plan and specifications preparation and environmental quality control services during abatement/	Calvin Hao, Public Works chao@oaklandnet.com (510) 238-7395

	remediation activities. Environmental quality control services will include abatement/remediation project construction monitoring, air monitoring and laboratory services.	
Friday, February 19, 2:00 p.m.	5904 - RFQ Notice for On-Call Environmental Consulting Services 2016. It is the intent of the City of Oakland's Public Works Department to establish multiple on-call contracts to provide a wide range of professional environmental consulting services related to environmental assessment, remediation and compliance at properties that the City owns, operates or plans to acquire. Project definition will take place around time of project assignment.	Mark Arniola, Public Works, Environmental Services marniola@oaklandnet.com (510) 238-7371
Thursday, February 25, 2:00 p.m.	5901 - RFP for Professional Services for Equitable Development Strategy. The City of Oakland's Planning & Building Department seeks proposals from qualified firms to prepare an equitable development strategy for its Specific Plans/Area Plans. The City intends to begin with the greater downtown area (including the Downtown Specific Plan area as well as the Lake Merritt Station Area Plan/Chinatown area). Additional Specific Plans/Area Plans that currently lack a social equity component may be undertaken at a future time, as needed. The goal of this project is to develop strategies that mitigate any residential and/or business displacement pressures and explore opportunities for social equity in all areas: housing, employment, access to goods and services and improved quality of life. This shall take the form of a	Alicia Parker, Planning & Building aparker@oaklandnet.com (510) 238-3362

	framework for short-term and long-term mechanisms that advance overall equitable development in the area.	
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For more information on contracting opportunities, please visit <http://bit.ly/1iAJvbd> or contact Dasco Munoz, Contracts and Compliance, at dmunoz@oaklandnet.com or (510) 238-3970.

Upcoming City Of Oakland Job Announcements – During the week of February 1, the Human Resources Management Department (HRM) anticipates posting job announcements for the following positions:

- Assistant Engineer II
- Planner IV

For the most up-to-date information on City jobs, please view the Employment Information page on our website at <http://agency.governmentjobs.com/oaklandca/default.cfm>. The Employment Information page also contains information on minimum qualifications of specific job classifications, how to apply for a job on-line and how to submit a job interest card for positions not currently posted. For more information, please contact the Human Resources Management Receptionist at (510) 238-3112.

Upcoming Meetings and Events:

For information on upcoming City meetings and events, please visit the City's online calendar at <http://www2.oaklandnet.com/Events/index.htm>. For events at the Oakland Public Library, please visit <http://oaklandlibrary.org/events>.

Respectfully submitted,
/s/
SABRINA B. LANDRETH
City Administrator