



CITY OF HAYWARD

Hayward City Hall
777 B Street
Hayward, CA 94541
www.Hayward-CA.gov

Cover Memo

File #: CONS 18-202, **Version:** 1

DATE: March 27, 2018

TO: Mayor and City Council

FROM: City Manager

SUBJECT

Adoption of a Resolution Authorizing the City Manager to Execute a Professional Services Agreement with ICF Incorporated for Commercial Cannabis Program Application Review Services

RECOMMENDATION

That the City Council approves the attached resolution (Attachment II) authorizing the City Manager to negotiate and execute a professional services agreement for Commercial Cannabis Program application review services in an amount not to exceed \$180,838.

SUMMARY

Due to the total number of Commercial Cannabis Permit applications the City received, staff had to complete a Request for Proposals to select firms to complete the work. Following the RFP process and an internal review by staff, the City recommends selecting ICF Incorporated to provide Commercial Cannabis Program application review services.

ATTACHMENTS

Attachment I	Staff Report
Attachment II	Resolution
Attachment III	Scope of Services