

REGIONAL TRANSIT ISSUE PAPER

Agenda Item No.	Board Meeting Date	Open/Closed Session	Information/Action Item	Issue Date
4	02/11/13	Open	Action	01/25/13

Subject: Second Amendment to the Personal Services Contract for Temporary Employment with Mark Sakauye as the Security Administrator.

ISSUE

Whether or not to approve the Second Amendment to the Personal Services Contract for Temporary Employment with Mark Sakauye as the Security Administrator.

RECOMMENDED ACTION

Adopt Resolution No. 13-02-_____, Approving the Second Amendment to the Personal Services Contract for Temporary Employment with Mark Sakauye as the Security Administrator.

FISCAL IMPACT

Budgeted:	Yes	This FY:	\$	50,000
Budget Source:	Operating	Next FY:	\$	
Funding Source:	Federal, State, and Local	Annualized:	\$	
Cost Cntr/GL Acct(s) or Capital Project #:	GL 510025 CC 36	Total Amount:	\$	50,000
Total Contract:	\$ 150,000			

DISCUSSION

Former lieutenant, Mark Sakauye, was assigned to RT by the Sacramento Police Department to serve as the supervising lieutenant responsible for overseeing RT's Police Services Department (RTPS) from 2001 to 2010. RT entered into a temporary employment contract with Mr. Sakauye to serve as RT's Security Administrator on October 4, 2010. In October 2011, the Board approved the first amendment to Mr. Sakauye's temporary employment contract to add more funding.

Due to Mr. Sakauye's in-depth knowledge of security administration, RT contracted with Mr. Sakauye after his retirement from the Sacramento Police Department in October 2010. Mr. Sakauye currently works under the direct supervision of RT's Chief Operating Officer on the following assignments:

- Development of a recommended RTPS budget.
- Coordinating possible state legislation in regards to 640 PC violations and an administrative 640 process.
- Monitoring RTPS's budget and appropriations and maintaining personnel and equipment at a level consistent with budgeted allocations.

Approved:

Presented:

Final 02/05/13

General Manager/CEO

Chief Operating Officer

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- Oversee the administration of RT’s System Security Program Plan including the performance of specific security tasks as well as monitoring and providing support for the system security activities and training throughout RT.
- Serving as the head of the Security Committee and the liaison between the Security Committee and RT.
- Advising RT on confidential internal investigations pertaining to alleged criminal conduct by RT employees.
- Researching and identifying applicable grant funding opportunities and working with RT’s Chief Operating Officer and RT’s Finance Division in applying for funding for RT’s security projects, equipment, drills and exercises.
- Recommending work schedules and assignments and implementing the schedules upon approval by RT.
- Monitoring job performance and providing feedback and recommendations to RT regarding job performance of RTPS personnel.
- Serving as the primary point of contact and communication for private security and law enforcement contractors.
- Serving as RT’s representative in communications with law enforcement and the District Attorney/Community Prosecutor to ensure that RT related crimes are properly investigated and prosecuted fully and expeditiously.

The total funding for Mr. Sakauye’s contract is about to be exhausted and RT is still in need of his services. As such, RT staff would like to amend Mr. Sakauye’s contract to add funding.

Staff recommends the approval of the Second Amendment to the Personal Services Contract for Temporary Employment with Mark Sakauye as the Security Administrator.

RESOLUTION NO. 13-02-_____

Adopted by the Board of Directors of the Sacramento Regional Transit District on this date:

February 11, 2013

**APPROVING THE SECOND AMENDMENT TO THE PERSONAL SERVICES
CONTRACT FOR TEMPORARY EMPLOYMENT WITH MARK SAKAUYE
AS THE SECURITY ADMINISTRATOR**

BE IT HEREBY RESOLVED BY THE BOARD OF DIRECTORS OF THE
SACRAMENTO REGIONAL TRANSIT DISTRICT AS FOLLOWS:

THAT, the Second Amendment to the Agreement between the Sacramento
Regional Transit District, therein referred to as "RT," and Mark Sakauye, therein referred to
as "Contractor," whereby the total consideration is increased by \$50,000 from \$100,000 to
\$150,000, is hereby approved.

THAT, the Chair and General Manager/CEO are hereby authorized and directed to
execute said Second Amendment.

PATRICK HUME, Chair

A T T E S T:

MICHAEL R. WILEY, Secretary

By: _____
Cindy Brooks, Assistant Secretary