



CITY OF CLEARLAKE

City Council

STAFF REPORT

SUBJECT: Amendment to California Engineering Company, Inc.
Engineering Consultant Contract

MEETING DATE:
June 2, 2022

SUBMITTED BY: Administrative Services Director/City Clerk Melissa Swanson

PURPOSE OF REPORT: ☐ Information only ☐ Discussion ☒ Action Item

WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:

The City Council is being asked to Authorize the City Manager to execute an amendment to the agreement with California Engineering Company, Inc., to include interim Public Works Director services.

BACKGROUND/DISCUSSION:

Former Public Works Director Goodman resigned his position on May 12th and the position is currently vacant. There is a need for interim Director services while the recruitment for a new Public Works Director is underway. The City entered into an agreement with California Engineering Company, Inc. several years ago to provide engineering and project management services. The proposed contract would fill the gap until a new Public Works Director is hired.

- CEC would dedicate a minimum 20 hours per week to the position.
- CEC would be onsite every Wednesday in the Public Works Department
- CEC would administer oversight of Public Works staff, including streets/roads and parks.

The proposed contract would be a not-to-exceed contract for \$60,000.00

OPTIONS:

1. Move to authorize City Manager to execute an amendment
2. Other direction

FISCAL IMPACT:

☐ None ☒ \$60,000 Budgeted Item? ☒ Yes ☐ No

Budget Adjustment Needed? ☐ Yes ☒ No If yes, amount of appropriation increase: \$

Affected fund(s): ☒ General Fund ☐ Measure P Fund ☐ Measure V Fund ☐ Other:

Comments:

STRATEGIC PLAN IMPACT:

- ☐ Goal #1: Make Clearlake a Visibly Cleaner City
- ☐ Goal #2: Make Clearlake a Statistically Safer City
- ☒ Goal #3: Improve the Quality of Life in Clearlake with Improved Public Facilities
- ☒ Goal #4: Improve the Image of Clearlake
- ☒ Goal #5: Ensure Fiscal Sustainability of City
- ☐ Goal #6: Update Policies and Procedures to Current Government Standards
- ☐ Goal #7: Support Economic Development

SUGGESTED MOTIONS:

Move to authorize City Manager to execute an amendment.

☐ **Attachments:**