



| <b>STAFF REPORT</b>  |                                       |
|--|---------------------------------------|
| <b>SUBJECT:</b> Authorization of an Amendment of Purchase Contract with National Food Equipment for installation of freezer as part of the Senior Center Kitchen Remodel Project | <b>MEETING DATE:</b> February 1, 2024 |
| <b>SUBMITTED BY:</b> Adeline Leyba, Public Works Director  |                                       |
| <b>PURPOSE OF REPORT:</b> <input type="checkbox"/> Information only <input type="checkbox"/> Discussion <input checked="" type="checkbox"/> Action Item                          |                                       |

**WHAT IS BEING ASKED OF THE CITY COUNCIL/BOARD:**

The City Council is being asked to approve an amendment to the current purchase contract with National Food Equipment for \$33,000.00.

**BACKGROUND/DISCUSSION:**

In October of 2023, City Council approved the purchase of a walk-in freezer as part of the Senior Center Kitchen Remodel Project. There are installation costs that were not captured in the initial purchase which exceed the initial 10% contingency budget. Staff requests approval to authorize an additional amount of \$33,000.00.

**OPTIONS:**

1. Move to amend the contract with National Food Equipment in the amount of \$33,000.00.
2. Other direction

**FISCAL IMPACT:**

None     \$33,000.00 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:**

1. Move to amend the contract with National Food Equipment in the amount of \$33,000.00

**Attachments:**