



# CITY OF CLEARLAKE

City Council

## STAFF REPORT

**SUBJECT:** Amendment to Adams Ashby Consultant Contract

**MEETING DATE:** November 4, 2021

**SUBMITTED BY:** Director of Finance, Kelcey Young

**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 Adam's Ashby Group, to increase the not to exceed contract amount to \$150,000, extend the Contract to July 2022, and to further define the scope of services to include additional assistance in managing the City's Community Development Block Grant (CDBG) and other State and Federally Funded grants.

### BACKGROUND/DISCUSSION:

The City submitted a Request for Proposals (RFP) in June 2019 and Adams Ashby was selected as the Consultant by a single bid award process for \$34,884.00. Due to the applying for additional grants, and being awarded additional grant funds, the need for Adams Ashby's Services has increased. At the time of the RFP the City had been awarded \$500,000 in CDBG funds, but now has been awarded approximately \$20 million through the program. The contract increase will be paid for out of current grant funds as part of the administrative costs.

### OPTIONS:

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

### FISCAL IMPACT:

☐ None ☒ \$115, 116 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:**
- 1)
  - 2)