



CITY OF CLEARLAKE

City Council

STAFF REPORT	
SUBJECT: 2 nd Amendment to Adams Ashby Consultant Contract	MEETING DATE: April 20, 2023
SUBMITTED BY: Kathy Wells, Finance Director	
PURPOSE OF REPORT: <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 Authorize the City Manager to execute an amendment to the agreement with Adam’s Ashby Group, to increase the not to exceed contract amount by \$535,000 through the remainder of the contract term - December 19, 2024.

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 applying for additional grants, and being awarded additional grant funds, the need for Adams Ashby ‘s Services increased. As a result of a significant increase of CDBG funds, the City Council approved a contract amendment on November 4, 2021 to a not to exceed amount totaling \$150,000.

The funding for the current requested increase in consultation services will be provided by grants administration budgets in various State and Federal grants, including admin budgets in the following CDBG grants: \$308,000 – Oak Valley Villas/Chelsea Multi-Family Housing Projects, \$130,000 Storm Drain Master Plan, \$58,000 – Cares Act Program (CV 2/3), and \$25,000 – Code Enforcement.

OPTIONS:

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

FISCAL IMPACT:

None 535,000 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: Multiple Grant Funds

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) Amendment #2 to Adams Ashby Consultant Contract

AMENDMENT #2 TO CONTRACT 17-CDBG-12019

This amendment is made to that agreement 17-CDBG-12019 previously executed by and between the City of Clearlake, hereinafter called "City" and "Adams Ashby Group" on this _____ day of _____, 2023.

It is mutually understood and agreed by and between the undersigned contracting parties to amend that previously executed agreement as follows:

1. Where Amendment #1 Section 3.1 Compensation read:
 - a. *The total compensation shall not exceed \$150,000 as of the date of this amendment*Section 3.1 Compensation shall be updated to read:
 - b. *The total compensation shall be increased by \$535,000 for a total not to exceed amount of \$685,000 as of the date of this amendment.*

All other terms and conditions that are not hereby amended are to remain in full force and affect.

IN WITNESS WHEREOF, the Parties hereto have caused this Agreement to be executed the day and year first appearing in this Agreement, above.

CITY OF CLEARLAKE

By: _____

Alan Flora, City Manager

By: _____

Name: _____