



STAFF REPORT

MEETING DATE: June 25, 2025

PRESENTER: Jerry Jones, Community Development Director

SUBJECT: Third Amendment to Agreement with Precision Civil Engineering Inc. for Entitlement, Land Use, and Planning Services (JJ)

RECOMMENDATION: Council by motion adopt a resolution approving Amendment No. 3 to Agreement for Entitlement, Land Use, and Planning Services with Precision Civil Engineering Inc.

EXECUTIVE SUMMARY:

On March 24, 2021, City Council approved a professional services agreement (Agreement) with Precision Civil Engineering Inc. (PCE) to provide entitlement, land use, and planning services to supplement City staff resources in the Community Development Department (CDD) depending on project volumes, staff availability, and project complexity. On July 13, 2022, Council approved a first amendment to the Agreement extending consultant services to June 30, 2024. Council approved a second amendment to the Agreement extending the agreement to June 30, 2025 on August 9, 2023.

City Staff has been satisfied with the services delivered by PCE under the current Agreement set to expire on June 30, 2025. PCE has been an integral part in delivering several significant developments within the City over the term of their Agreement. Both the City and PCE find it in their best interest to amend the existing Agreement. Staff is recommending approval of an amendment to the Agreement with changes to the compensation and term of Agreement necessary to meet the City's needs.

This third amendment to the Agreement will take into account the updated Master Fee Schedule that went into effect July 1, 2023. The Agreement will be subject to the terms listed below and as further defined in the third amendment to the Agreement attached as **Exhibit 'A'** of **Attachment 'A'**.

1. Term. Three years ending on June 30, 2028, subject to any earlier termination in accordance with the Agreement.
2. Compensation. Per the fee schedule included with **Exhibit 'A'** to **Attachment 'A'**. PCE will be entitled to a 3% annual increase of their hourly rates charged for services not covered by fixed fees such as their agreed upon share of entitlement application fees collected by the City.

FISCAL IMPACT:

Entitlement, land use, and planning services are included as part of the annual budget process. Planning entitlement application fees are paid to the City by private developers for their developments. Furthermore, private developers are required to enter into a cost recovery agreement for larger, more complex developments and pay for all PCE costs beyond the City's standard entitlement application fees.

ATTACHMENTS:

- A. Resolution w/ Exhibit