

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** April 21, 2020

**DEPARTMENT:** Public Works

**TITLE:**

Amendment #2 to Task Order #6 with Kimley Horn and Associates for the Neighborhood Road Program District 3, Year 4 project

**SUMMARY:**

Amendment #2 to Task Order #6 for Kimley Horn and Associates authorizes the consultant to perform additional design services for the District 3, Year 4 Neighborhood Road Program project at a cost not to exceed \$25,355.00.

**BACKGROUND AND JUSTIFICATION:**

The design work for the District 3, Year 4 Neighborhood Road Program project is near completion and the City requested additional design improvement work to be included. The design work entailed incorporating additional concrete improvements to the roadway sections by adding Type F curb and gutter. These added improvements were necessary as a result of elevation and stormwater conveyance needs as the original design progressed. The amendment cost is not to exceed \$25,355.00.

Amendment #1 was approved by the City Manager at a cost of \$38,348.00, therefore the addition of Amendment #2 exceeds the \$50,000 Procurement threshold and requires commission approval.

**MOTION:**

Move to approve / not approve Task Order #6 Amendment #2 in an amount not to exceed \$25,355.00.

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Kimley Horn – Task Order #6, Amendment #2

**FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

| <b>Fiscal Years</b>                        | <b>2020</b>      | <b>2021</b> | <b>2022</b> | <b>2023</b> | <b>2024</b> |
|--|------------------|-------------|-------------|-------------|-------------|
| Capital Expenditures                       | 25,355.00        | 0           | 0           | 0           | 0           |
| Operating Expenditures                     | 0                | 0           | 0           | 0           | 0           |
| External Revenues                          | 0                | 0           | 0           | 0           | 0           |
| Program Income                             | 0                | 0           | 0           | 0           | 0           |
| In-kind Match                              | 0                | 0           | 0           | 0           | 0           |
| <b>Net Fiscal Impact</b>                   | <b>25,355.00</b> | <b>0</b>    | <b>0</b>    | <b>0</b>    | <b>0</b>    |
| No. of Addn'l Full-Time Employee Positions | 0                | 0           | 0           | 0           | 0           |

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

| Account Number     | Account Description      | Project Number | FY20 Budget | Current Balance | Agenda Expenditure | Balance    |
|--------------------|--------------------------|----------------|-------------|-----------------|--------------------|------------|
| 308-5020-519-63-15 | Improve other than Build | NR2003         | 19,187,507  | 10,928,966      | 25,355.00          | 10,903,611 |

**C. Department Fiscal Review:\_\_\_\_\_**