

# STAFF REPORT REGULAR MEETING

**AGENDA DATE:** April 16, 2024

**DEPARTMENT:** Financial Services

**TITLE:**

Agreement with Stantec Consulting Services, Inc for Comprehensive Sustainability Analysis for the City for the FY 2025 Budget not to exceed \$138,279.00.

**SUMMARY:**

The Agreement will provide an update to the FY2024 Comprehensive Integrated Financial Sustainability Analysis which provided framework for the City's FY 2025 budget and budget projections through FY 2034

**BACKGROUND AND JUSTIFICATION:**

As demonstrated during the FY 2019, 2020, 2021, 2022, 2023 & 2024 budget process, Stantec FAMS-EL© Model provides a dashboard of information and variables for multi-year budgets and plans. The Model plots multiple variables in the City's differing funds and enables the City to obtain real-time information on proposed changes to those funds.

Stantec Consulting Services, Inc has provided the City with a written proposal to provide an updated Revenue Sufficiency Analysis for FY 2025 budget preparation in the amount not to exceed \$138,279.00. The City's Procurement Code, section 2-112 (g) and City Procurement Policy authorize the selection of a consultant to provide professional services with a distinctive field of expertise without competitive selection. The City's procurement code, section 2-112 (e), similarly authorizes single source procurement without competition if the single source is the only practical source or in the best interest of the City. Based on Stantec's past service and experience with the City and propriety FAMS-XL© Model, the City may enter into a direct professional services agreement with Stantec to provide an update of its Comprehensive Integrated Financial Sustainability Analysis for the City's major funds for FY 2025 budget preparation.

**MOTION:**

Move to approve/disapprove the agreement with Stantec for an updated Comprehensive Integrated Financial Sustainability Analysis for FY 2025 Budget Preparation, not to exceed \$138,279.00

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Stantec Agreement

**FISCAL IMPACT ANALYSIS**

Five Year Summary of Fiscal Impact:

<b>Fiscal Years</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>	<b>2027</b>	<b>2028</b>
Inflows/Revenues					
Appropriated (Budgeted)	0	0	0	0	0
Program Income	0	0	0	0	0
Grants	0	0	0	0	0
In Kind	0	0	0	0	0
Outflows/Expenditures					
Appropriated (Budgeted)	\$138,279	0	0	0	0
Operating	0	0	0	0	0
Capital	0	0	0	0	0
Net Fiscal Impact					
<i>(If not budgeted)</i>	0	0	0	0	0
No. of Addn'l Full-Time					
Employee Positions	0	0	0	0	0

Contract Award - Existing Appropriation (Budgeted)	
	Expenditure
Department	Various -Electric, Water, Finance, Refuse
Division	Various Accounts
GL Description	Various
GL Account Number	Various Accounts
Project Number	N/A
Requested Funds	\$138,279.00
Remaining Balance	N/A
Source of Revenue (i.e. Paygo. Current Revenue, Bond Money, Grants, etc.)	Current Revenue