

EXECUTIVE BRIEF REGULAR MEETING

AGENDA DATE: April 6, 2021

DEPARTMENT: Financial Services

TITLE:

Agreement with Stantec Consulting Services, Inc for Comprehensive Sustainability Analysis for the City for the FY 2022 Budget not to exceed \$125,119.00

SUMMARY:

The Agreement will provide an update to the FY2021 Comprehensive Integrated Financial Sustainability Analysis which provided framework for the City's FY 2022 budget and budget projections through FY 2031. The Agreement is funded in the current FY 2021 budget.

BACKGROUND AND JUSTIFICATION:

As was demonstrated during the FY 2019, 2020 and 2021 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 2022 budget preparation in the amount not to exceed \$125,119.00. 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 a 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 2022 budget preparation.

MOTION:

Move to approve/disapprove the agreement with Stantec Consulting Services, Inc for an updated Comprehensive Integrated Financial Sustainability Analysis for FY 2022 Budget Preparation not to exceed \$125,119.00.

ATTACHMENT(S):

Fiscal Impact Analysis
Stantec Consulting Services, Inc Agreement

FISCAL IMPACT ANALYSIS

A. Five Year Summary of Fiscal Impact:

Fiscal Years	2021	2022	2023	2024	2025
Capital Expenditures	0	0	0	0	0
Operating Expenditures	125,119.00	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
Net Fiscal Impact	125,119.00	0	0	0	0
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
001-9010-519.34-50	Contractual services		\$239,754.00	\$123,499.99	\$26,245.00	\$97,254.99
140-8055-575.31-90	Professional services		\$7,122.00	\$ 3038.74	\$3,037.50	\$1.24
140-8056-575.31-90	Professional services		\$6,230.00	\$ 3,038.00	\$3,037.50	\$0.50
140-8072-572.31-90	Professional services		\$2,935.00	\$ 1,215.00	\$1,215.00	\$0
140-8074-575.31-90	Professional services		\$9,641.00	\$ 4,860.00	\$4,860.00	\$0
401-6010-531.31-90	Professional services		\$429,078.00	\$138,691.80	\$25,417.00	\$113,274.80
402-7010-533.31-90	Professional services		\$307,504.00	\$92,029.18	\$17,784.00	74,245.18
403-7010-535.34-50	Contractual services		\$60,864.00	\$17,784.00	\$17,784.00	\$0
408-5090-538.31-90	Professional services		\$58,370.00	\$12,782.79	\$12,782.00	\$0.79
410-5081-534.34-50	Contractual services		\$42,484.00	\$ 9,312.87	\$7,774.80	\$1,538.07
410-5082-534.34-50	Contractual services		\$8,200.00	\$3,240.00	\$1,295.80	1,944.20
410-5083-534.34-51	Contractual services		\$12,000.00	\$10,000.00	\$3,887.40	6,112.60