

**AGENDA ITEM SUMMARY FORM**

**PROPOSED MEETING DATE:** May 17, 2023  
**PREPARED BY:** Lydia Collins, Director  
**DEPARTMENT:** Finance

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**AGENDA ITEM DESCRIPTION:**

Consideration, discussion, and possible action on an amendment to the Space Needs Assessment and Facilities Master Plan Contract with PGAL.

**BACKGROUND/SUMMARY:**

- PGAL was chosen by Council on February 2, 2022
- April 6, 2022 a professional services contract was awarded and signed to PGAL
- May 3, 2023 PGAL presented the City facility needs assessment findings

**LEGAL REVIEW:** Yes  
**FISCAL IMPACT:** Yes  
**PRESENTATION:** No  
**ATTACHMENTS:** Yes

- Scope & Proposal Letter for Concept Design Services

**STAFF RECOMMENDATION:**

It is the City staff's recommendation that the City Council approve the Scope & Proposal Letter for Concept Design Services with PGAL.

**PLANNING & ZONING COMMISSION:**      **Recommend Approval**      **Disapproval**      **None**

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