



City of Needles, California Request for City Council Action

☒ CITY COUNCIL ☐ NPUA

☒ Regular ☐ Special

Meeting Date: May 14, 2024

Title: Accept Proposal for Amendment No. 2 to the Scope of Work from TKE Engineering, Inc. to Provide Professional Consulting Services for the Development Impact Fee Update.

Background: The City accepted a proposal from TKE Engineering on April 25, 2023, to complete a Development Fee Impact Fee ("DIF") program update for a Not to Exceed (NTE) amount of \$68,400.

During the record research phase of the project, it was determined that the City's current General Plan and Circulation Elements did not include the necessary data to support the proposed DIF update. Therefore, TKE has provided a supplemental Scope of Services to include certain Circulation Element Project Development Assumptions and Land Use Trip Assumptions for land use categories identified in the General Plan. Therefore, Amendment No. 1 was accepted and awarded on August 8, 2023, in the amount NTE \$18,700.

During recent analysis of projected development growth of the City's Land Use and Circulation Element compared to the assumptions in the City's Water and Sewer master plans, it was determined that additional data was needed to forecast future growth. KOA, sub consultant for TKE has provided additional scope of work to provide the additional data and analysis for a NTE amount of \$6,500.

Fiscal Impact: Amendment No. 2 to the Scope of Work in the amount Not to Exceed (NTE) \$6,500 for a new total cost for the Fee Update of \$93,600 for the Development Impact Fee Update to be funded by the Impact Fee Account.

Recommended Action: Accept Proposal for Contract Amendment No. 2 from TKE Engineering, Inc. to Provide Professional Consulting Services for the Development Impact Fee Update for a NTE amount of \$6,500 for a new total cost of NTE \$92,600 and authorize staff to execute an Amendment to the task between City & TKE Engineering for said work.

Submitted By: Kathy Raasch, Interim Development Services Director

City Manager Approval: Patrick J. Martinez

Date: 5/9/2024

Other Department Approval (when required): Barbara DeLeo

Date: 5/10/2024

Approved: ☐

Not Approved: ☐

Tabled: ☐

Other: ☐

Agenda Item: _____