

Public Works
STAFF REPORT



SUBJECT: Amendment - Development Review Services Agreement
MEETING: City Council Meeting - 05 Jan 2021
DEPARTMENT: Public Works
STAFF CONTACT: Nick Williams

RECOMMENDATION:

Staff recommends the authorization of Amendment No. 9 to the existing agreement with Freese and Nichols, Inc. for professional services associated with general development plan/plat reviews.

BACKGROUND:

The city entered into an agreement with Freese and Nichols (FNI) on August 5, 2014 to perform professional service reviews for plats, development plans, traffic studies, site plans, and engineering plans for public infrastructure.

Staff feels FNI provides a valuable and necessary professional service across multiple engineering disciplines and is satisfied with the level of service received to date.

FISCAL IMPACT SUMMARY:

Amendment No. 9 proposes to extend the existing agreement for services by a not-to-exceed amount of \$24,000.

The term of the agreement will be dependent upon the number of development plans submitted and the number and types of services provided.

Review fees are reimbursed by developers.

ALTERNATIVES:

The following alternatives are provided for consideration:

1. Do not authorize the execution of Amendment No. 6 as presented; or
2. Direct staff to recommend an alternate firm to provide professional services.

ADVANTAGES:

1. No charge is incurred to the city unless FNI services are utilized.
2. The adopted Fee Schedule provides for review fees to be reimbursed by developers.
3. FNI has performed drainage analyses on several development, which reduces review times as adjacent developments occur within the same drainage basins.
4. Reviews are typically completed within seven (7) calendar days.

DISADVANTAGES:

1. No known disadvantages have been identified at this time.

ATTACHMENTS:

Attached is a copy of the proposed Amendment No. 9.

[2021_01-05 Amendment – FNI Development Review Services](#)