

**City Council Meeting
Agenda Item
Data Sheet**

Meeting Date: September 5, 2023

Topic:

Consideration to approve an amendment to a Professional Services Agreement with Freese & Nichols, Inc. for on-call GIS, planning, and engineering services for an amount of \$100,000 (contract total not to exceed amount of \$250,000).

Background:

The City entered into a professional services agreement with Freese & Nichols, Inc. (FNI) for on-call GIS, planning, and engineering services earlier this year to supplement City staff efforts due to vacancies in key positions. Through this contract, FNI has also provided both on-site and off-site support to City staff, including full-time onsite interim City Engineer services. The total not-to-exceed amount of the original contract was \$50,000, with executed supplementals to date adding an additional \$100,000 to the original agreement.

Due to a continued vacancy in the City Engineer position and the ongoing needs for the City due to increased development, this contract amendment increases the total contract amount by an additional \$100,000, which will increase the total amount of this agreement to \$250,000 and will ensure assistance can be provided until September 30, or until an Assistant Public Works Director/City Engineer can be hired. This amendment will also allow FNI to continue providing supplemental on-call services for GIS updates and after positions are filled.

Origination: Project Management

Recommendation:

Staff recommends approving the contract addendum with Freese & Nichols, Inc. totaling \$100,000.

Party(ies) responsible for placing this item on agenda: Meagan Mageo, Project Manager

FUNDING (IF APPLICABLE)

Are funds specifically designated in the current budget for the full amount required for this purpose?

Yes: X _____ No: _____ If yes, specify Account Number: #100-156-6304

If no, funds will be transferred from account # _____ To account # _____

Signed Meagan Mageo
Staff Member Date

Approved by _____
City Manager Date