

TO: City Council  
FROM: Joseph Norman, Senior Engineer  
DATE: June 17, 2025  
SUBJECT: Supplemental Agreement No. 2 with Tierra ROW for X Street Roundabout Project

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1) Recommended Action:

Authorize the Mayor to sign the Supplemental Agreement No. 2 with Tierra Right of Way Services for the X Street Roundabout project.

The agreement was recommended for approval on the consent calendar at the June 5, 2025 Public Works Committee meeting.

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2) Background:

Tierra Right of Way Services, LTD (Tierra) has been providing right-of-way (ROW) procurement services for the X Street Roundabout project. The original scope assumed a certain amount of involvement by the city in the ROW procurement process. Due to the increased management workload resulting from staffing changes, Tierra is taking on a more active role in the project than previously assumed. This supplemental agreement reflects the shift in effort and updates Tierra's billing rates.

This supplement will increase the original contract maximum amount payable from \$150,000 to \$184,220, an increase of \$34,220.

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3) Policy Support:

Create and Maintain a Transportation System Safe for All Modes of Travel – Provide a safe, efficient, and cost-effective transportation system.

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4) Alternatives:

☐ Do not sign the supplemental agreement

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5) Fiscal Notes:

This supplement will increase the original contract maximum amount payable from \$150,000 to \$184,220, an increase of \$34,220.

Additional funds are covered under the current Local Agency Agreement. The city agreement has \$200,000 for Consultant Services as they relate to right-of-way services. These funds are part of the STBG funds awarded to this project in July, 2020.

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6) Attachments:

A. Tierra ROW Supplemental Agreement No. 2