

Mayor and Council Communication

DATE: 09/17/24

M&C FILE NUMBER: M&C 24-0785

LOG NAME: 20PLANNING UPDATE TRANSPORTATION AMENDMENT 1

SUBJECT

(ALL) Authorize Execution of Amendment No. 1 in the Amount of \$49,305.00 to an Engineering Services Agreement with Freese and Nichols, Inc., for the Planning Update Transportation Maintenance Project for a Revised Contract Amount of \$147,585.00, Adopt Appropriation Ordinance and Amend the Fiscal Years 2024-2028 Capital Improvement Program

RECOMMENDATION:

It is recommended that the City Council:

1. Authorize execution of Amendment No. 1 to an engineering services agreement with Freese and Nichols, Inc., (City Secretary Contract No. 60486) in the amount of \$49,305.00 for the Planning Update Transportation Maintenance project for a revised contract amount of \$147,585.00 (City Project No. 105230);
2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the General Capital Projects Fund, in the amount of \$49,305.00 from available PayGo Residuals for the purpose of funding the Contract Street Maintenance programmable project (City Project No. P00020); and
3. Amend the Fiscal Years 2024-2028 Capital Improvement Program.

DISCUSSION:

On November 16, 2023, an Engineering Services Agreement with Freese and Nichols, Inc., (City Secretary Contract (CSC) No. 60486) in the amount of \$98,280.00, was administratively authorized. This Mayor and Council Communication (M&C) will authorize execution of Amendment No. 1 to the agreement and increase the contract amount by \$49,305.00, for a revised contract amount of \$147,585.00, for the Planning Update Transportation Maintenance project.

The original contract included presentation development related to previous planning efforts, communication, assessment of funding sources, benchmarking, and draft recommendations. The additional contract capacity being requested with this M&C produced refinement of the maintenance program planning designed to reduce long-term funding needs and provided cost-saving recommendations to address identified gaps in program planning.

The following table summarizes previous contract actions and amendments:

Agreement	Amount	Justification	M&C No.	Date
Initial Contract CSC 60486	\$98,280.00	Initial Agreement	Administratively approved	11/16/23
Amendment No. 1	\$49,305.00	Additional effort for detailed traffic generation	This M&C	
Contract Total	\$147,585.00			

The funding for the project is summarized in the table below:

Fund	Existing Funds	Additional Funding	Project Total
30100 General Capital Projects	\$99,000.00	\$49,305.00	\$148,305.00

Total Funding	\$99,000.00	\$49,305.00	\$148,305.00
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Funding for this project was included in the FY2023-2027 Capital Improvement Plan in the amount of \$99,000.00. Additional funding in the amount of \$49,305.00 is needed due to additional effort for detailed traffic generation. The action in this M&C will amend the FY2024-2028 Capital Improvement Program.

Funding is available in the Unspecified All-Funds project within the General Capital Projects Fund for the purpose of funding the Contract Street Maintenance programmable project.

The amendment for this project was not reviewed by The Business Equity Division for a business equity goal, as it was anticipated to be under the \$100,000.01 threshold.

This project is located in ALL COUNCIL DISTRICT.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are currently available in the Unspecified-All Funds project within the General Capital Projects Fund and upon approval of the above recommendations and adoption of the attached appropriation ordinance, funds will be available in the General Capital Projects Fund for the Contract Street Maintenance programmable project to support the above recommendations and execution of the amendment. Prior to an expenditure being incurred, the Transportation & Public Works Department has the responsibility of verifying the availability of funds.

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